Regular Meeting of the Board of Education
Board Room, Education Center
9510 Elk Grove-Florin Road
Elk Grove, CA 95624
March 20, 2012
Closed Session – 5:30 p.m.
Regular Session – 7:00 p.m.

Item

2.

<u>Time – Approximate</u>

Public Comment on Items on Agenda or Not on the Agenda

NOTICE

Cards are available at the table just outside of the Board Room for anyone who wishes to address the Board. If you wish to address the Board, complete a card and hand it to a staff member at the table to the left as you enter the Board Room. Please be sure to complete the card indicating whether the matter you wish to address is on the agenda or not on the agenda. If the matter is on the agenda, we will assume you wish to speak when it comes time to address that item on the agenda and will hold your card until then. Presentations will be limited to a maximum of three (3) minutes, with a total of thirty (30) minutes designated for public comment on an item. Time limitations are at the discretion of the President of the Board of Trustees.

CLOSED SESSION – 5:30 p.m.

1. Public Employee Appointment/Employment: High School Vice Principal

10 Minutes

Conference with Labor Negotiators

1 ¼ Hours

Agency designated representatives: Glen De Graw, Richard Fagan, Steven M. Ladd, Karen Rezendes

Employee Organizations: All Elk Grove Unified School District Bargaining Units

REGULAR MEETING - 7:00 p.m.

I. Pledge	of Allegiance
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5 Minutes

II. Presentations/Recognitions

3. High School Student Representative Reports – Cosumnes Oaks and Valley

10 Minutes

4. Academic Decathlon – Student and Teacher Recognition

10 Minutes

5. Athletic Recognition

10 Minutes

6. Recognition of the 2012 CLMS Educator of the Year

5 Minutes

III. Budget Update

7. Budget Update

10 Minutes

IV. Bargaining Units

V. Reports

Update on Obsolete Computers

5 Minutes

VI. Student Expulsion Recommendations - None

VII. Board Member Reports

AGENDA

ELK GROVE UNIFIED SCHOOL DISTRICT

Regular Meeting of the Board of Education March 20, 2012

Item <u>Time – Approximate</u> VIII. **Public Comment** IX. Public Hearing, Discussion and/or Action Items Presentation of CSEA Chapter 831 (California School 5 Minutes Employees Association) 2011-2012 Proposal to the Elk Grove Unified School District and Public Hearing X. Discussion Items XI. Action Items 10. Board Policy: and BP 5148 Child Care and Development, 5 Minutes Second Reading and Adoption XII. Consent Agenda – Action 5 Minutes 11. Approval of Minutes 12. Personnel Actions 13. Approval of Purchase Order History 14. Approval of Warrant Register 15. Disposal of Obsolete/Surplus Property 16. Acceptance of Gifts 17. 2011-12 Annual District Audit Agreement 18. Sacramento Municipal Utility District (SMUD) Sun Flower Learning Laboratory, Memorandum of Understanding (MOU) 19. Head Start Preschool Application, 2012-2013 20. California Montessori Charter School Annual Facilities Agreement 21. 2012 Dugout Replacement at Sheldon High School, Award of Contract XIII. Action Items 22. Discussion and Action on Items Removed From Consent Agenda 5 Minutes XIV. Information Items 23. Other Items from the Floor 5 Minutes 24. Items for Future Agendas 5 Minutes

AMERICAN WITH DISABILITIES COMPLIANCE NOTICE

In compliance with the Americans with Disabilities Act, those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the Board Secretary, Arlene Hein, at (916) 686-7700. Notification of at least 24 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodation, auxiliary aids or services.

DOCUMENT AVAILABILITY

XV. Adjournment

Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in District office located at 9510 Elk Grove-Florin Road, Elk Grove, CA during normal business hours.

		Agenda Item No:4
	Board Agenda Item	Supplement No.
		Meeting Date: March 20, 2012
Subject:	Departn	nent: Secondary Education

Action Requested:

The Board of Education is asked to recognize students and coaches who earned recognition at the 32nd Annual Sacramento County Academic Decathlon competition.

Discussion:

The 32nd Annual Sacramento County Academic Decathlon competition was held on February 4, 2012, at Inderkum High School. Teams from twenty-five local high schools competed in this all-day event. Each team was comprised of nine students—three "A" grade averages, three "B" averages, and three with "C" averages who competed against those with the same grade average. Six District high schools participated in this year's competition.

The theme of the Academic Decathlon was "The Great Depression." Competitions were held in a variety of events including, mathematics, art, music, language/literature, economics, science, essay, speech, and interview. The competition culminated in the theme-based Super-Quiz, a high-energy event in which each team competed head-to-head to answer tough questions.

EGUSD schools' team results are as follows:

• Elk Grove High School – 19th Place

Academic Decathlon - Student and Teacher Recognition

- Valley High School 14th Place
- Franklin High School 9th Place
- Laguna Creek High School 8th Place
- Sheldon High School 7th Place
- Monterey Trail High School 5th Place
- Pleasant Grove High School 4th Place

The Board is asked to recognize and commend the following students who received medals and/or team leadership awards. Team coaches are to be recognized as well.

Elk Grove High Scho	ool		
Coaches: Anne Webster, Elizabeth Loveridge, and Trina Lee			
19 th Place Overall			
Leonard Ma	Gold Medal	Math	
Other team members: Natalya Lewis, Joshua Lourence, Matt Munoz, Ann Trac, Cindy Trac			

Valley High School Coach: Chris Hardwicke 14th Place Overall Vanessa Reyes Team Captain, Top Score Other Team Members: Faith Allison, Katia Diaz, Justine Cortes, Cynthia Guerrero, Mai Lee, Zohra Mir, Peter Phan, Jennifer Vasquez, Valerie Vessels, Michael Perez, Erica Troung

Franklin High School		
Coach: Matt Wiest		
9 th Place Overall		
Karen Wong	Super Decathlete Gold Medal	Overall winner by more than a 1,000 points—2 nd year in a row for this award Super Quiz, Language and Literature, Music,
	Silver Medal	Science, Art, Economics Math
Amanda Citrenbaum	Silver	Interview

Laguna Creek High School		
Coaches: Julia Christ	an and Justin Sousa	
8 th Place Overall		
Emily Tze	Best Score	
Sarah Rivas	Team Leadership Award	
Other team members:	Janet Cruz, Libby Hughes, Anjeshni Lata, David L	iang, Jason Lin, Garland Yee

Sheldon High School			
Coach: Richard Mown	er		
7 th Place Overall			
Sloan Chau	Bronze	Art	
Raman Kaur	Silver Top Scorer Team Leadership Award	Econ	

Monterey Trail High School Coach: Kevin Williams 5th Place Overall 5th Place Super Quiz Cassandra Tang 3rd Place Literature and Essay Amy Tang 3rd Place Music Desmond Tung 3rd Place Music Other Team Members: Clarence Lee, Edward Noorinejad, Gurkirat Singh, Jonathan Huang, Julian Mendez,

Kimmy Nguyen, Kunglung Moua, Truc Le, Erick Manalang

Coach: Melinda Hatfiel	d	
4 th Place Overall		
Julius De Leon	3 rd Place	Interview
Thomas Wang	3 rd Place	Math
Ryan Davison	2 nd Place 1 st Place 3 rd Place 3 rd Place	Math Science Econ Overall
Jing Mai	3 rd Place Top Scorer	Econ
Karina Castro	Team Leadership Award	
Ryan Voong	1 st Place	Alternate Overall

Prepared By:	Charlotte Phinizy	Division Approval: Christ	ina Penna
Prepared By:		Superintendent Approval:	Steven M. Ladd, Ed.D
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Board Agenda Item	Agenda Item
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Agenda Item No:	5	
Sunnlement No.		

	Meeting Date March 20, 2012
Subject: Athletic Recognition	Division: <u>Secondary Education</u>
Action Requested: The Board is asked to recognize CIF State and CI	F Sac-Joaquin Section Champions
Discussion:	
	sch Rod Edmiston and wrestler Syria Rhodes of Valley High State Wrestling Championship.
1	sch Pat Coffing and wrestler Martin Ramirez of Elk Grove High n Section Individual Masters Wrestling Championship.
	sketball team and coaching staff of Sheldon High School who won aship. This is the third consecutive championship for the boys'
·	
Financial Summary:	
N/A	
Prepared By: Jim Smrekar	Division Approval: Christina C. Penna
Prepared By:	Superintendent Approval: Steven M. Ladd, Ed.D.

		Agenda Item No:6
	Board Agenda Item	Supplement No.
<u>.</u>		Meeting Date: March 20, 2012
Subject: Recognition of the 2012 CLMS Educator of	of the Year	Department: Secondary Education
Action Requested: The Board of Education is asked to recognize Year.	ze Francene Trengove as the 2012	2 State Middle School Educator of the
Discussion:		······································
Francene Trengove, English teacher at Kat Middle Schools' 2012 State Middle School		, has been named as the California League of
The California League of Middle School "Egiven annually to educators who exemplify elements of educational reform in the middle	educational excellence and have	
Francene Trengove was first selected through Educator of the Year for Region 3, represent Sierra, Sutter, Yolo and Yuba. This year a saward were middle school educators from the Annual Conference North held at the Sacrat from among eleven regional winners to represent the sacrat from among eleven regional winners to represent the sacrat from a sacrat	nting the counties of Alpine, Colu total of seven of the nine Region he Elk Grove Unified School Dis mento Convention Center from Fo	sa, El Dorado, Nevada, Placer, Sacramento, 3 finalists for the "Educator of the Year"
Francene Trengove's commitment to the personal and academic success of the students she serves is evident in the success she has experienced during her 22 year teaching career to help students build self-confidence and to attain standards-based English-Language Arts skills to prepare them for the rigor of the high school curriculum.		
The Board of Education is asked to recognize the academic success of her students.	e Francene Trengove for her exem	plary efforts, dedication and commitment to
Prepared By: Charlotte Phinizy	Division Approva	I: Chaistina Penna
Prepared By:	Superintendent A	pproval: Steven M. Ladd, Ed.D.
148.0312.0323		

		Agenda Item No:	′	
	Board Agenda Item	Supplement No.		
		Meeting Date:	March 20,	2012
			·	
Subject:	Departme	ent:		
BUDGET UPDATE		dget		
		4500		
Action Requested:				
The Board is asked to receive	a budget update report.			
Discussion:				
701 44 1 1 1 1 1 1				
The attached report outlines the	he current status of the 2012-13 Budget.			
	A ++ = a +			
	Attachment to follow.			
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)				
		•		
Financial Summary:				
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Oleman Gr		D11 > 4		
Prepared By: Shannon Stenrods	Division Approval:	Rich Fagan ex	₽	
Prepared By:	Superintendent Approval:	Steven M. Lado		
	Supermendent Approval:	Dicycii IVI. Daul	ı, Ed.D.	

RF/ch.i;\fs admin\aa iii folders\board items\agenda items\2011-12\bai 3-6-12 update 2012-13 budget.doc

		Agenda Item No:8	
	Board Agenda Item	Supplement No.	
•		Meeting Date <u>3-20-12</u>	
Subject: Update on Obsolete Computers	Dep	partment: Administration	
Action Requested: A report will be submitted on	the disposition of obsolete co	omputers.	
Discussion:			
<u>PLACEHOLDER</u>			
<u>Financial Summary</u> :			
-			
·			
	ent Approval:		
Prepared By:Superinte	endent Approval: <u>Steven M. I</u>	Ladd, Ed.D,	

Board Agenda Item

Agenda Item No.: 9
Supplement No.:

		Meeting Date: March 20, 2012
Subject:		Department: Human Resources
Presentation of the CSEA Chapter 831 (C Proposal to the Elk Grove Unified Schoo		ssociation) 2011-2012 Sunshine
Action Requested:		
Present the CSEA Chapter 831 (Californ Elk Grove Unified School District and on the proposal to please step forward. After	pen public hearing with a reque	est for anyone who wishes to speak to
p		
<u>Discussion</u> :		
A copy of the proposal is attached.		
Financial Summary:		
	· .	
Prepared By:	Division Approval:	Glen De Graw

Prepared By: ______ Superintendent Approval: _____ Steven M. Ladd, Ed.D.

CSEA Chapter 831 2011-2012 Sunshine Proposal

Per the October 15, 2011 Mediated Fact Finding Agreement between Elk Grove Unified School District and the California School Employees Associations and its' Chapter 831, the subject for the 2011-2012 school year negotiations shall be Article 14 Salary, Article 15 Health and Welfare Benefits, and four (4) additional articles. The four additional articles are as follows:

Article 16.6 Vacation Accrual- add twentieth year of employment

Article 17.37 Personal Necessity Leave- make three (3) days of personal necessity leave "no tell" days

Article 18.2 Professional Growth- change coursework approvals to five (5) calendar days and add three (3) experience steps

Article 20- add age and sexual preference

		Agenda Item No:	10
	Board Agenda Item	Supplement No	
,		Meeting Date:	March 20, 2012
Subject: Second Reading and A BP 5148	Adoption of Board Policy Child Care and Development	Division:	PreK-6 Education
Action Requested: The Board of Education	ion is requested to adopt the re-	vision to Board Polic	v 5148 governing
Child Care and Develo	-	vision to Board 1 one	y ex to go terming
Discussion:			
On March 6, 2012, 5148.	the Board of Education was p	presented with the fi	rst reading of BP
	licy was necessary in order to ornia School Boards Association		policy as well as
	rd of Education is asked to appare and Development).	prove and adopt the 1	revisions to Board
Financial Summary N/A	N an		
Prepared By: Donna M. Che	Division Appro	oval:	

_Superintendent Approval: _

Prepared By: _

The Governing Board desires to provide child care and development services which meet the developmental needs of children, provide an opportunity for parenting students to receive assistance while continuing their education, and offer a convenient child care alternative for parents/guardians in the community.

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(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 5148.1 - Child Care Services for Parenting Students)
(cf. 5148.2 - Before/After School Programs)
(cf. 5148.3 - Preschool/Early Childhood Education)
```

The Superintendent or designee shall work cooperatively with the local child care and development planning council, public and private agencies, parents/guardians, and other community members to assess child care needs in the community, establish program priorities, obtain ongoing feedback on program quality, and inform parents/guardians about child care options.

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(cf. 1020 - Youth Services)(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)(cf. 1700 - Relations Between Private Industry and the Schools)
```

The Board shall approve goals and objectives for the district's child care and development program that reflect the cultural and linguistic characteristics of the families to be served and address the program components specified in 5 CCR 18272-18281 and administrative regulation. (5 CCR 18271)

```
(cf. 0000 - Vision)
(cf. 0100 - Philosophy)
(cf. 0200 - Goals for the School District)
```

Admissions policies and procedures shall include criteria designating those children whose needs can be met by the center's program and services, the ages of children who will be accepted, program activities, any supplementary services provided, any field trip provisions, any transportation arrangements, food service provisions, and a medical assessment requirement. (5 CCR 18105; 22 CCR 101218)

Childcare and development services may be offered immediately before and after normal school hours, during school vacations, and during intersession.

These services shall be available to school-age children in grades K-8.

```
(cf. 6111 - School Calendar)
(cf. 6112 - School Day)
```

The Superintendent or designee shall ensure that subsidized childcare is provided to

Revised	

eligible families to the extent that state and/or federal funding is available and shall establish enrollment priorities in accordance with Education Code 8263 and 5 CCR 18106.

In addition to priorities for subsidized services, priority for admissions shall be given to district students and children of district employees.

```
(cf. 5111.1 - District Residency)
```

The Superintendent or designee shall ensure that individuals working in child care and development programs have the necessary qualifications and have satisfied all legal requirements.

```
(cf. 1240 - Volunteer Assistance)
(cf. 4112.2 - Certification)
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(cf. 4112.4/4212.4/4312.4 - Health Examinations)

(cf. 4112.5/4312.5 - Criminal Record Check)

(cf. 4131 - Staff Development)

(cf. 4212.5 - Criminal Record Check)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

The Superintendent or designee shall develop and implement an annual plan for evaluation of the district's child care services which conforms to state requirements. Based on the results of the evaluation, the program shall be modified as necessary to address any areas identified as needing improvement. (5 CCR 18279)

(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE

8200-8499.10 Child Care and Development Services Act, including:

8200-8209 General provisions for child care and development services

8210-8216 Resource and referral program

8220-8226 Alternative payment program

8230-8233 Migrant child care and development program

8235-8239 California state preschool program

8240-8244 General child care programs

8250-8252 Programs for children with special needs

8263 Eligibility and priorities for subsidized child development services

8360-8370 Personnel qualifications

8400-8409 Contracts

8482-8484.6 After-school education and safety program

8484.7-8484.8 21st Century community learning centers

8485-8488 Child supervision programs

8493-8498 Facilities



8499-8499.7 Local planning councils

17609-17610 Integrated pest management, applicability to child care facilities

49540-49546 Child care food program

49570 National School Lunch program

54740-54749.5 Cal-SAFE program for pregnant/parenting students and their children

56244 Staff development funding

HEALTH AND SAFETY CODE

1596.70-1596.895 California Child Day Care Act

1596.90-1597.21 Day care centers

120325-120380 Immunization requirements

CODE OF REGULATIONS, TITLE 5

18000-18434 Child care and development programs, especially:

18012-18122 General requirements

18180-18192 Federal and state migrant programs

18200-18207 School-age community child care services program

18210-18213 Severely handicapped program

18220-18231 Alternative payment program

18240-18248 Resource and referral program

18270-18281 Program quality, accountability

18290-18292 Staffing ratios

18295 Waiver of qualifications for site supervisor

18300-18308 Appeals and dispute resolution

CODE OF REGULATIONS, TITLE 22

101151-101239.2 General requirements, licensed child care centers, including:

101151-101163 Licensing and application procedures

101212-101231 Continuing requirements

101237-101239.2 Facilities and equipment

UNITED STATES CODE, TITLE 42

1751-1769 School lunch programs

9831-9852 Head Start programs

9858-9858q Child care and development block grant

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch program

CODE OF FEDERAL REGULATIONS, TITLE 45

98.2-98.93 Child care and development fund

COURT DECISIONS

CBS Inc. v. The Superior Court of Los Angeles County, State Department of Social Services, (2001) 91 Cal.App.4th 892

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

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Infant/Toddler Learning and Development Program Guidelines, 2006
Program Quality Standards and Standards Based on Exemplary Practice for Center-Based
Programs and Family Child Care Home Networks, October 2004
CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT BULLETINS
01-06 The Desired Results for Children and Families System, May 31, 2001
COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS
Child Development Permit Professional Growth Manual, July 2008

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS Good Start, Grow Smart, April 2002 America's Families, September 2000

WEB SITES

CSBA: http://www.csba.org

California Association for the Education of Young Children: http://www.caeyc.org California Department of Education, Child Development: http://www.cde.ca.gov/sp/cd

California Department of Social Services: http://www.cdss.ca.gov

California Head Start Association: http://caheadstart.org California School-Age Consortium: http://calsac.org

Commission on Teacher Credentialing: http://www.ctc.ca.gov

National Association for the Education of Young Children: http://www.naeyc.org

U.S. Department of Education: http://www.ed.gov

Policy

ELK GROVE UNIFIED SCHOOL DISTRICT

Adopted: December 2, 1996

Elk Grove, California

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EXTENDED DAY/STUDENT CARE PROGRAMS

The Governing Board recognizes that childcare and supervision are a necessity for many working families. The Board is deeply concerned about our community's growing need for child care, a need in which no single sector of the community appears prepared to fulfill on its own. The Board also recognizes that before and after school academic and enrichment programs are important to children's growth and academic development.

As part of our efforts to ensure well-being of the community's children, the district shall work cooperatively with public and private agencies who provide child care alternatives and extended day programs to the community. Besides serving community needs, the Board anticipates that these alternatives will generate increased parental involvement and support for the schools.

Where funds are available, the district will provide subsidized childcare programs in accordance with the requirements of law.

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(cf. 1330 -Use of School Facilities)
(cf. 3280 -Sale, Lease, Rental of District-Owned Real Property)
(cf. 6179 -Child Development Programs)
(cf. 5146 - Married/Pregnant/Parenting Students)
```

(cf. 5148 - Child Care)

CHILD CARE AND DEVELOPMENT

The Governing Board desires to provide child care and development services which meet the developmental needs of children, provide an opportunity for parenting students to receive assistance while continuing their education, and offer a convenient child care alternative for parents/guardians in the community.

```
(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 5148.1 - Child Care Services for Parenting Students)
(cf. 5148.2 - Before/After School Programs)
(cf. 5148.3 - Preschool/Early Childhood Education)
```

The Superintendent or designee shall work cooperatively with the local child care and development planning council, public and private agencies, parents/guardians, and other community members to assess child care needs in the community, establish program priorities, obtain ongoing feedback on program quality, and inform parents/guardians about child care options:

Students

```
(cf. 1020 - Youth Services)
(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 1700 - Relations Between Private Industry and the Schools)
```

The Board shall approve a written philosophical statement, goals, and objectives for the district's child care and development program that reflect the cultural and linguistic

characteristics of the families to be served and address the program components specified in 5 CCR 18272-18281 and administrative regulation. (5 CCR 18271)

```
(cf. 0000 - Vision)
(cf. 0100 - Philosophy)
(cf. 0200 - Goals for the School District)
```

Admissions policies and procedures shall include criteria designating those children whose needs can be met by the center's program and services, the ages of children who will be accepted, program activities, any supplementary services provided, any field trip provisions, any transportation arrangements, food service provisions, and a medical assessment requirement. (5 CCR 18105; 22 CCR 101218)

Child care and development services may be offered immediately before and after normal school hours, during school vacations, and during intersession.

These services shall be available to school-age children in grades K-8.

```
(cf. 6111 - School Calendar)
(cf. 6112 - School Day)
```

The Superintendent or designee shall ensure that subsidized child care is provided to eligible families to the extent that state and/or federal funding is available and shall establish enrollment priorities in accordance with Education Code 8263 and 5 CCR 18106.

In addition to priorities for subsidized services, priority for admissions shall be given to district students and children of district employees.

```
(cf. 5111.1 - District Residency)
```

The Superintendent or designee shall ensure that individuals working in child care and development programs have the necessary qualifications and have satisfied all legal requirements.

```
(cf. 1240 - Volunteer Assistance)
(cf. 4112.2 - Certification)
(cf. 4112.4/4212.4/4312.4 - Health Examinations)
(cf. 4112.5/4312.5 - Criminal Record Check)
(cf. 4131 - Staff Development)
```

Students

```
(cf. 4212.5 - Criminal Record Check)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)
```

The Superintendent or designee shall develop and implement an annual plan for evaluation of

the district's child care services which conforms to state requirements. Based on the results of the evaluation, the program shall be modified as necessary to address any areas identified as needing improvement. (5 CCR 18279)

(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE

8200-8499.10 Child Care and Development Services Act, including:

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8210-8216 Resource and referral program

8220-8226 Alternative payment program

8230-8233 Migrant child care and development program

8235-8239 California state preschool program

8240-8244 General child care programs

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8263 Eligibility and priorities for subsidized child development services

8360-8370 Personnel qualifications

8400-8409 Contracts

8482-8484.6 After-school education and safety program

8484.7-8484.8 21st Century community learning centers

8485-8488 Child supervision programs

8493-8498 Facilities

8499-8499.7 Local planning councils

17609-17610 Integrated pest management, applicability to child care facilities

49540-49546 Child care food program

49570 National School Lunch program

54740-54749.5 Cal-SAFE program for pregnant/parenting students and their children

56244 Staff development funding

HEALTH AND SAFETY CODE

1596.70-1596.895 California Child Day Care Act

1596.90-1597.21 Day care centers

120325-120380 Immunization requirements

CODE OF REGULATIONS, TITLE 5

18000-18434 Child care and development programs, especially:

18012-18122 General requirements

18180-18192 Federal and state migrant programs

18200-18207 School-age community child care services program

18210-18213 Severely handicapped program

18220-18231 Alternative payment program

BP 5148 (d)

Students

18240-18248 Resource and referral program

18270-18281 Program quality, accountability

18290-18292 Staffing ratios

18295 Waiver of qualifications for site supervisor

18300-18308 Appeals and dispute resolution

CODE OF REGULATIONS, TITLE 22

101151-101239.2 General requirements, licensed child care centers, including:

101151-101163 Licensing and application procedures

101212-101231 Continuing requirements

101237-101239.2 Facilities and equipment

UNITED STATES CODE, TITLE 42

1751-1769 School lunch programs

9831-9852 Head Start programs

9858-9858q Child care and development block grant

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch program

CODE OF FEDERAL REGULATIONS, TITLE 45

98.2-98.93 Child care and development fund

COURT DECISIONS

CBS Inc. v. The Superior Court of Los Angeles County, State Department of Social Services, (2001) 91 Cal.App.4th 892

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Infant/Toddler Learning and Development Program Guidelines, 2006

Program Quality Standards and Standards Based on Exemplary Practice for Center-Based

Programs and Family Child Care Home Networks, October 2004

CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT BULLETINS

01-06 The Desired Results for Children and Families System, May 31, 2001

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

Child Development Permit Professional Growth Manual, July 2008

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Good Start, Grow Smart, April 2002

America's Families, September 2000

WEB SITES

CSBA: http://www.csba.org

California Association for the Education of Young Children: http://www.caeyc.org

California Department of Education, Child Development: http://www.cde.ca.gov/sp/cd

California Department of Social Services: http://www.cdss.ca.gov

California Head Start Association: http://caheadstart.org

California School-Age Consortium: http://calsac.org

Commission on Teacher Credentialing: http://www.ctc.ca.gov

National Association for the Education of Young Children: http://www.naeyc.org

U.S. Department of Education: http://www.ed.gov

(11/02 3/05) 3/09

BP 5148 (e)

Policy Adopted:

December 2, 1996

ELK GROVE UNIFIED SCHOOL DISTRICT

Elk Grove, California

Students

E 5148

EXTENDED DAY/STUDENT CARE FEE SCHEDULE

Fees are used to compensate expenses from the programs, including maintenance, fixed, and site replacement costs.

The fee schedule for childcare programs is as follows:

Provider-Installed Facility	\$2400/annually
*Classroom	\$10/hourly
*Multipurpose	\$36/hourly

^{*}Additional janitorial costs for Holidays/Staff Development Days shall be required.

Exhibit

Approved: December 2, 1996

ELK GROVE UNIFIED SCHOOL DISTRICT

Elk Grove, California

ELI	K GROVE UNIFIED SCHOOL DISTR	Agenda Item No:11
	Board Agenda Item	Supplement No.
	Doard Agenda item	<u></u>
		Meeting Date 3-20-12
Subject: Approval of Minutes	Dep	artment: Board of Education
<u> </u>		
Action Requested: Approve minutes of the reFebruary 16, 2012, and the feeder pattern		6, 2012, the special board meeting held
<u>Discussion</u> :		
Financial Summary:		*
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The second secon		
Prepared By: Arlene Hein Dep	partment Approval:	
Prepared By:Sup	perintendent Approval: Steven M.	Ladd, Ed.D.

Board Agenda Item

Agenda Item No:	12
Supplement No.	

Meeting Date March 20, 2012

Division: Human Resources

Action Requested:

Recommend the Board of Education approve the personnel actions as attached.

Discussion:

CERTIFICATED:

APPROVE:

- 1. New Hire(s) [5]
- 2. Leave(s) of Absence
- 3. Rehire(s)
- 4. Resignation(s)
- 5. Retirement(s)

CLASSIFIED:

APPROVE:

- 1. New Hire(s) [10]
- 2. Leave(s) of Absence
- 3. Promotion(s)
- 4. Resignation(s)
- 5. Status Change(s)

Financial Summary:

Prepared by:

Brandon Krueger, Ed.D

Departmental Approval:

Glen De Graw

Prepared by:

Evelyn Laluan



Superintendent Approval:

Steven M. Ladd, Ed.D 🗥

Certificated – March 20, 2012

New Hire(s):

Drass-Perera,

Teacher, Special Education, Moderate/Severe, Student Services

Stephanie

Effective January 23, 2012

Kinney, Annelise

Social Science Teacher, Edward Harris, Jr. Middle School

Effective February 2, 2012

Norsworthy, Kristina

Social Science Teacher, Pleasant Grove High School

Effective January 30, 2012

Smith, Jashon

Teacher, Special Education, Mild/Moderate, Harriet Eddy Middle School

Effective December 14, 2011

Walkup, Ann

Counselor, Franklin High School

Effective January 3, 2012

Leave(s) of Absence:

Aguilar, Jaime

Pregnancy Disability Leave

Preschool Teacher, Early Childhood Education Effective March 5, 2012 through May 4, 2012

Christopher, Tracy

Pregnancy Disability Leave

Social Science Teacher, Edward Harris, Jr. Middle School

Effective February 27, 2012 through May 11, 2012

Eby-Martin, Gail

Long Term Leave

First Grade Teacher, Arnold Adreani Elementary School

Effective July 1, 2012 through June 30, 2013

Geisse-Godt, Pilar

Pregnancy Disability Leave

Second Grade Teacher, Elliott Ranch Elementary School

Effective May 3, 2012 through May 21, 2012

Lingo, Katherine

Pregnancy Disability Leave

Teacher, Special Education, Mild/Moderate, Helen Carr Castello Elementary School

Effective March 19, 2012 through May 15, 2012

Maddock, Kristi

Pregnancy Disability Leave

Third Grade Teacher, Foulks Ranch Elementary School

Effective February 22, 2012 through May 7, 2012

Maffei, Melina

Revised Pregnancy Disability Leave

Language Arts Teacher, Samuel Jackman Middle School

Effective January 23, 2012 through March 27, 2012

Certificated - March 20, 2012

Leave(s) of Absence (Continued):

Martin, Vanissa Pregnancy Disability Leave

Counselor, Monterey Trail High School Effective April 9, 2012 through May 24, 2012

Effective April 9, 2012 through May 24, 2012

Null, Tammy Pregnancy Disability Leave

Social Science Teacher, Joseph Kerr Middle School Effective March 26, 2012 through May 31, 2012

Nylen, Krista Pregnancy Disability Leave

Teacher, Special Education, Moderate/Severe, Student Services

Effective March 5, 2012 through April 13, 2012

Owen, Kristen Long Term Leave

Second Grade Teacher, Prairie Elementary School Effective January 4, 2012 through March 19, 2012

Penrose, Lori Revised Child Rearing Leave

Resource Teacher, David Reese Elementary School Effective January 9, 2012 through May 31, 2012

Perry, Taber Pregnancy Disability Leave

Science Teacher, James Rutter Middle School Effective January 3, 2012 through March 16, 2012

Peterson, Hollie Revised Child Rearing Leave

Physical Education Teacher, Elizabeth Pinkerton Middle School &

Cosumnes Oaks High School

Effective April 9, 2012 through May 21, 2012

Pittenger, Diana Pregnancy Disability Leave

Fourth Grade Teacher, Barbara Comstock Morse Elementary School

Effective February 22, 2012 through May 2, 2012

Popham, Rebecca Pregnancy Disability Leave

Teacher, Special Education, Mild/Moderate, Edna Batey Elementary School

Effective May 1, 2012 through June 15, 2012

Rivas, Lora Pregnancy Disability Leave

Language Arts Teacher, Harriet Eddy Middle School Effective March 6, 2012 through May 11, 2012

Seyvertsen, Deana Pregnancy Disability Leave

Counselor, Laguna Creek High School

Effective February 14, 2012 through May 11, 2012

Certificated – March 20, 2012

Leave(s) of Absence (Continued):

Sheridan, Bianca Partial Child Rearing Leave

Teacher, Special Education, Mild/Moderate, Samuel Kennedy Elementary School

Effective February 27, 2012 through June 12, 2012

Studley, Sara Pregnancy Disability Leave

Social Science Teacher, Harriet Eddy Middle School Effective March 26, 2012 through May 21, 2012

Tempkin, Melissa Pregnancy Disability Leave

Teacher, Special Education, Mild/Moderate, Ellen Feickert Elementary School

Effective March 12, 2012 through April 20, 2012

Templeton, Michelle Pregnancy Disability Leave

English Teacher, Pleasant Grove High School Effective February 17, 2012 through April 6, 2012

Turpen, Marisol Pregnancy Disability Leave

Kindergarten Teacher, Elliott Ranch Elementary School

Effective February 27, 2012 through May 4, 2012

Zehnder-Olson, Kelly Pregnancy Disability Leave

Counselor, Sheldon High School

Effective February 21, 2012 through May 4, 2012

Rehire(s):

Kollman, Jillian First Grade Teacher, Barbara Comstock Morse Elementary School

Effective October 10, 2011

Lambros, Jennifer Third Grade Teacher, Isabelle Jackson Elementary School

Effective February 29, 2012

Resignation(s):

Arevalo, Ada Program Specialist, Learning Support Services

Effective February 29, 2012

Scarry, Thomas Physics Teacher, Sheldon High School

Effective May 24, 2012

Retirement(s):

Bollinger, Janet Second Grade Teacher, Cosumnes River Elementary School

Effective February 24, 2012

Certificated – March 20, 2012

Retirement(s) (Continued):

Brigandi, Debra Fourth Grade Teacher, Maeola Beitzel Elementary School

Effective March 1, 2012

Fruit, Shirley Third Grade Teacher, Cosumnes River Elementary School

Effective May 21, 2012

Forehand, A. Claire English Teacher, Valley High School

Revised effective May 31, 2012

Fugua-Scott, Carolyn Fourth Grade Teacher, Mary Tsukamoto Elementary School

Effective May 31, 2012

Gardner, Thomas First Grade Teacher, Florence Markofer Elementary School

Effective May 31, 2012

Gonzalez, Linda ESL Teacher, Valley High School

Revised effective May 21, 2012

Hart, Patricia Mathematics Teacher, Elk Grove High School

Effective May 21, 2012

Lambert, Cynthia Resource Teacher, Helen Carr Castello Elementary School

Effective May 21, 2012

Messier, Maureen Performing Arts Teacher, Sheldon High School

Effective May 21, 2012

Smith, Barbara Fifth Grade Teacher, Helen Carr Castello Elementary School

Effective May 21, 2012

Yee-Nishio, Dolly First Grade Teacher, John Reith Elementary School

Effective June 25, 2012

New Hire(s):

Coffey, Asemo Paraeducator-Special Education, Moderate/Severe

6 hours/school year/23-351-1 Sunrise Elementary School Effective January 30, 2012

Conrad, Jennifer

Paraeducator-Special Education, Moderate/Severe

6.5 hours/school year/23-351-1

Sheldon High School Effective January 23, 2012

Ezell, Stacy

Paraeducator-General

3 hours/school year/23-301-1

Cosumnes River Elementary School

Effective January 30, 2012

Luminare, Loralee

Paraeducator-Special Education, Moderate/Severe

6 hours/modified traditional-10 months/23-351-1

Herman Leimbach Elementary School

Effective January 30, 2012

Moore, Michelle

Paraeducator-Special Education, Moderate/Severe

6 hours/school year/23-351-1 Sunrise Elementary School Effective February 6, 2012

Ordonez, Maureen

Paraeducator-Special Education, Moderate/Severe

7 hours/school year/23-351-3 Pleasant Grove High School Effective October 24, 2011

Paris, Kerri

Paraeducator-Special Education, Moderate/Severe

6.5 hours/school year/23-351-4 Cosumnes Oaks High School Effective January 30, 2012

Saika, Kimberly

Paraeducator-Special Education, Moderate/Severe

6 hours/school year/23-351-4 Sunrise Elementary School Effective February 6, 2012

Waddell, Julie

Paraeducator-Special Education, Moderate/Severe

6 hours/modified traditional-10 months/23-351-1

Roy Herburger Elementary School

Effective February 7, 2012

Williams, John

Campus Supervisor

7 hours/school year/21-311-1 Pleasant Grove High School Effective February 6, 2012 Leave(s) of Absence:

Alvarez, Michelle Child Rearing & FMLA

Assessment & Evaluation Technician II

Research & Evaluation

Effective March 12, 2012 through April 23, 2012 (REVISED: Previously went to

board effective January 23, 2012 through March 2, 2012)

Scott, Amber

Paraeducator-Special Education, Moderate/Severe

Foulks Ranch Elementary School

Effective January 30, 2012 through approximately six weeks after the birth of the

child

Promotion(s):

Lyons, Carol From Food & Nutrition Services Assistant I

3.5 hours/school year/21-301-2 Cosumnes Oaks High School

To Food Processing Center Assistant

8 hours/school year/21-311-2 Food & Nutrition Services Effective January 25, 2012

Wilson, Brynda

From Paraeducator-Special Education, Moderate/Severe

4 hours/23-351-6 Student Services and Office Assistant III

4 hours/12 months/21-381-6

Student Services

To Office Assistant III

8 hours/12 months/21-381-6

Student Services

Effective February 14, 2012

Resignation(s):

Begay, Lisa Program Educator, Learning Support Services

Effective February 18, 2012

Cloeters, Sandra Health Assistant-Special Education

Student Support & Health Services

Effective March 3, 2012

Gupta, Madan Paraeducator-Special Education, Mild/Moderate

Calvine High School

Effective February 21, 2012

Jacobs, Valerie Library Technician

Pleasant Grove Elementary School

Effective February 21, 2012

Resignation(s) (continued):

Lane, Wendy Bus Attendant, Transportation

Effective February 29, 2012

Vreeland, Becky Paraeducator-Special Education, Moderate/Severe

Sheldon High School Effective February 8, 2012

Wiese, Ashley Library Technician, Joseph Sims Elementary School

Effective January 3, 2012

Status Change(s):

Araiza, Anita From School Office Technician

4 hours/10 months/21-401-6 T.R. Smedberg Middle School

To School Office Technician 4 hours/10 months/21-401-6

T. R. Smedberg Middle School and

Library Technician

3 hours/modified traditional-10 months/21-361-6

Florin Elementary School Effective February 1, 2012

	ELM GRO	E CHILIED SCHOOL DISTA		
	·		Ageı	ıda Item No: 13
**************************************		Board Agenda Item	1	olement No.
	·		Mee	ing Date March 20, 2012
Subject: APPROVAL OF PUR	CHASE ORDER HISTORY.		Department:	Finance & School Support
Action Requested: The Board of Educatio	n is asked to approve purchase	orders for the weeks of Febru	ary 13, 2012 th	rough February 24, 2012.
Discussion:		•	· · · · · · · · · · · · · · · · · · ·	
The Purchase Order H below. The purchase of	istory and Cost Modifications fo orders are on file in the Purchas	r the month of February 13, 20 ing Department if you wish to	112 through Fel review them.	oruary 24, 2012 is listed
<u>Fund</u>	Purchase Orders Issued	Pt Pt	ırchase Order	Modification Costs
01	102	(36 Modifications)		152,933.24
11	7	(2 Modifications)		1,000.00
12	1	(0 Modifications)		0
13	. 6	(0 Modifications)		n
		Total Encumbrances		153,933.24
		<u> </u>		· :
Trii-I C				
Financial Summary:				
Total Encumbran	ces			
Fund	Purchase Orders Issued			•
01	102			99,925.14
11 .	7		•	6,662.26
12	1			2,463.17
13	6	·		
10		(Quih tatal)		88,237.95
		(Sub total)		197,288.52
	· · · · · · · · · · · · · · · · · · ·	Grand Total:		351,221.76

Division Approval:

Prepared By:

Prepared By: Dennis Brown

Rich Fagan Q

Superintendent Approval: Steven M. Ladd Ed.D.

		Agenda Item No:	14	
	Board Agenda Item	Supplement No.	····	
		Meeting Date:	03/20/12	
Subject:	<u>Depa</u>	rtment: Fiscal Ser	vices	

Warrant Register No. 8

All Funds: February 1, 2012 – February 29, 2012

Action Requested:

Approve Warrant Register No. 8 – Warrant Numbers 926661-927848, 262537-263944.

Discussion:

Education Code 42632 requires that all payments from the funds of a school district shall be made by written order of the governing board of the district.

It is also required that district orders (warrants) must be numbered and include the following per Education Code 42634:

- The particular fund or funds of the district against which it is drawn,
- The amount of payment to be made,
- An itemized bill showing separate items and the price of each item, (This information is retained in Fiscal Services)
- The rate of salary and the period of service of any employee of the district for whom an order is issued for payment of salary or wages. (This information is retained in the Payroll Office)

The Board is asked to approve Warrant Register No.8 - Warrant Numbers 926661-927848, 262537-263944.

See attached report for Warrant Register No. 8 expenditures.

Financial Summary:

Total expenditures for all funds from February 1, 2012 through February 29, 2012, are \$38,345,245.04

Prepared By:	Shelley Clark Allarn	Division Approval:	Rich Fagan Ril
Prepared By:	Carrie Hargis Came Hargis	Superintendent Approval:	Steven M. Ladd, Ed.D. Sw

GENERAL FUND

FUND: 01

8 2/1/12-2/29/12

WARRANT REGISTER NO. REPORTING PERIOD:

DATE	WARRANT	AMOUNT	1000	2000	3000	4000	2000	0009	2000	8000	0006
2/3/12	926661-927016	1951808.60			877.80	311460.70	730663.73			1929.00	906877.37
2/10/12	927017-927296	1371513.98				223614.38	946401.16			51049.00	150449.44
2/17/12	927297-927567	979364.80				200784.15	760896.02			17326.95	357.68
2/24/12	927568-927848	7628649.02			177769.67	159782	1969430.57			165.00	5321501.78
				,							:
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		11931336.40	0.00	0.00	178647.47	895641.23	4407391.48	00.0	0.00	70469.95	6379186.27

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DATE	WARRANT	AMOUNT	1000	2000	3000	4000	2000	0009	7000	8000	0006
	NUMBERS										
2/10/12	262537-263224	1144812.87	645764.78	498933.71	113.00						1.38
2/17/12	263225-263362	38487.38	32382.95	6061.43	43.00						
2/23/12	263363-263373	-1281.89		-1692.83							410.94
2/29/12	263374-263944	21786189.94	17611471.89	4133703.05							41015.00
TOTALS		22968208.30	18289619.62	4637005.36	156.00	00.00	0.00	0.00	00:00	0.00	41427.32
(CANCELS)		-141.95				-61.95	-80.00				
GRAND TOTAL		34899402.75	18289619.62	4637005.36	178803.47	895579.28	4407311 48	000	00 0	70469 95	6420613 59

FUND: 9

CHARTER SCHOOLS

WARRANT REGISTER NO. REPORTING PERIOD:

<u>8</u> 2/1/12-2/29/12

DATE WARRANT	AMOUNT	1000	2000	3000	4000	2000	0009	7000	8000	0006
NUMBERS 926661-927016	7656 18				5884 70	1701 30				
927017-927296	301.42				230.77	70.65				
927297-927567	418.35				13.44	315.67			89.24	
927568-927848	1216.03				812.21	403.82				:
:										
										:
				·						
	9591.98	00.0	000	200	6024 24	2594 52	000	-		000

g	ı
FUND	
WARRANTS	
PAYROLL 1	

DATE	WARRANT	AMOUNT	1000	2000	3000	4000	2000	0009	2000	8000	0006
	NUMBERS										• - -
2/10/12	262537-263224	50945.67	47040.00	3905.67							
2/29/12	263374-263944	42371.64	36644.94	5726.70							
TOTALS		93317.31	83684.94	9632.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(CANCELS)											
GRAND TOTAL		102909.29	83684.94	9632.37	0.00	6921.21	2581.53	0.00	0.00	89.24	0.00

ADULT EDUCATION FUND

FUND: 11

<u>8</u> 2/1/12-2/29/12

WARRANT REGISTER NO. REPORTING PERIOD:

0006		:															
8000	80.00	80.00	169.00													:	
7000													:				
0009																	
5000	8759.17	525.82	19154.48	455.03		i				-	 1						
4000	10968.90	4190.20	10520.07	683.68													
3000																	
2000													 				
1000																	8
AMOUNT	19808.07	4796.02	29843.55	1138.71							·	_					1000
WARRANT	926661-927016	927217-927296	927297-927567	927568-927848							į						
DATE	2/3/12	2/10/12	2/17/12	2/24/12													TOTALO

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DATE	WARRANT	AMOUNT	1000	2000	3000	4000	2000	0009	7000	8000	0006
	NUMBERS										
2/10/12	262537-263224	67072.16	54181.51	12890.65							
2/17/12	263225-263362	82.58		82.58							
2/29/12	263374-263944	128332.40	63771.99	64560.41					:		
TOTALS		195487.14	117953.50	77533.64	00.0	00.0	0.00	00.0	0.00	0.00	0.00
(CANCELS)											
GRAND TOTAL		251073.49	117953.50	77533.64	0.00	26362.85	28894.50	0.00	00.00	329.00	0.00

CHILDREN'S CENTER FUND

<u>8</u> 2/1/12-2/29/12

WARRANT REGISTER NO. REPORTING PERIOD:

ACCOUNTS PAYABLE WARRANTS

FUND: 12

		73	T		Г	Π	Π	Г	Π	Γ	Γ	Γ	Γ.	Π	Γ	Γ	Γ	Π	Γ	Γ	[2]
0006		106.73																			106.73
8000																					0.00
2000																					00.0
0009										<u> </u>											00.00
2000		84596.46	618.74	2940.62	103.81																88259.63
4000		941.82	2376.80	104.21	1673.85		 														89.9609
3000																					00:00
2000																					00.00
1000																					00.00
AMOUNT		85645.01	2995.54	3044.83	1777.66																93463.04
WARRANT	NUMBERS	926661-927016	927017-927296	927297-927567	927568-927848																
DATE WARRANT		2/3/12		2/17/12	2/24/12																TOTALS

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DATE	WARRANT	AMOUNT	1000	2000	3000	4000	2000	0009	7000	8000	0006
	NUMBERS	* 1 1									
2/10/12	262537-263224	17177.56	7644.98	9532.58	-						
2/17/12	263225-263362	111.62	83.31	28.31							
2/23/12	263363-263373	-589.40		-589.40		-					
2/29/12	263374-263944	184050.52	118072.07	65978.45							
TOTALS		200750.30	125800.36	74949.94	0.00	0.00	00.0	0.00	0.00	0.00	0.00
(CANCELS)											Ė
GRAND TOTAL		294213.34	125800.36	74949.94	00.00	5096.68	88259.63	0.00	00.00	00:00	106.73

CAFETERIA FUND

WARRANT REGISTER NO. REPORTING PERIOD:

<u>8</u> 2/1/12-2/29/12

ACCOUNTS PAYABLE WARRANTS

FUND: 13

9000	3															00.00
8000	3	212.00			62.50											274.50
1 0002																0.00
6000																00.00
5000		18087.02	19613.22	4690.60	12085.31											54476.15
4000		220491.80	306290.54	377842.63	36252.82											940877.79
3000									 							0.00
2000										 						0.00
1000															-	0.00
AMOUNT		238790.82	325903.76	382533.23	48400.63					•	•					995628.44
WARRANT	NUMBERS	926661-927016	927217-927296	927297-927567	927568-927848											
DATE WARRANT		2/3/12	2/10/12	2/17/12	2/24/12											TOTALS

PAYROLL WARRANTS FUND 13

DATE	WARRANT	TNUOMA	1000	2000	3000	4000	2000	0009	7000	8000	0006
	NUMBERS										
2/10/12	262537-263224	76910.12		76910.12							
2/17/12	263225-263362	441.18		441.18							
2/29/12	263374-263944	464346.40		464255.40	91.00						
					- 11						
TOTALS		541697.70	00.0	541606.70	91.00	0.00	00:0	0.00	00.00	0.00	0.00
(CANCELS)					:						
GRAND TOTAL		1537326.14	0.00	541606.70	91.00	940877.79	54476.15	0.00	0.00	274.50	0.00

DEFERRED MAINTENANCE FUND

WARRANT REGISTER NO. REPORTING PERIOD:

<u>8</u> 2/1/12-2/29/12

0.00 9006 0.00 8000 0.00 7000 10315.00 10315.00 0009 0.00 2000 0.00 4000 0.00 3000 0.00 2000 0.00 1000 10315.00 10315.00 AMOUNT 927297-927567 ACCOUNTS PAYABLE WARRANTS WARRANT 2/17/12 DATE TOTALS

PAYROLL WARRANTS FUND 14

DATE	WARRANT	AMOUNT	1000	2000	3000	4000	2000	0009	2000	8000	0006
	NUMBERS										
TOTALS		00.00	00.00	0.00	00.00	00.0	0.00	0.00	0.00	0.00	0.00
(CANCELS)											
GRAND TOTAL		10315.00	0.00	00'0	00.00	0.00	00.0	10315.00	0.00	0.00	0.00

CAPITAL FACILITIES FUND

<u>8</u> 2/1/12-2/29/12

WARRANT REGISTER NO. REPORTING PERIOD:

ACCOUNTS PAY	ACCOUNTS PAYABLE WARRANTS							NET CALING PENCE.	i Si		71167/7-71117
DATE	WARRANT	AMOUNT	1000	2000	3000	4000	0005	9009	7000	8000	0006
2/17/12	927297-927567	2207.52								2207.52	
2/24/12	927568-927848	15998.30					15998.30				
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TOTALS		18205.82	0.00	0.00	00.00	0.00	15998.30	00.00	0.00	2207.52	0.00

PAYROLL WARRANTS FUND 25

DATE	WARRANT	AMOUNT	1000	2000	3000	4000	9009	0009	2000	0008	0006
2/29/12	263374-263944	8482.08		8482.08							
TOTALS		8482.08	00.00	8482.08	0.00	0.00	00:0	0.00	0.00	0.00	0.00
(CANCELS)											
GRAND TOTAL		26687.90	00.00	8482.08	0.00	00.00	15998.30	000	000	2207 52	6

STATE SCHOOL FACILITIES FUND

WARRANT REGISTER NO. REPORTING PERIOD:

<u>8</u> 2<u>/1/12-2/29/12</u>

ACCOUNTS PAY	ACCOUNTS PAYABLE WARRANTS										
DATE	WARRANT	AMOUNT	1000	2000	3000	4000	2000	0009	7000	8000	0006
2/3/12	926661-927016	5166.88				1591.88	425.00	3150.00			
2/10/12	927017-927296	70340.16						70340.16			
2/17/12	927297-927567	48276.75					120.00	48156.75			
2/24/12	927568-927848	4437.50						4437.50			
			-								
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TOTALS		128221.29	0.00	00:0	0.00	1591.88	545.00	126084.41	0.00	00.00	0.00

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FUND	
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PAYROLI	

DATE	WARRANT	AMOUNT	1000	2000	3000	4000	0005	0009	7000	8000	0006
	NUMBERS									•	
TOTALS		00.00	00.0	00.0	00.0	0.00	00.0	00:00	0.00	0.00	0.00
(CANCELS)											
GRAND TOTAL		128221.29	00.0	00.00	00:0	1591.88	545.00	126084.41	00.0	0.00	00.00

MELLO ROOS ACQUISITION & CONSTRUCTION FUND #6

WARRANT REGISTER NO. REPORTING PERIOD:

<u>8</u> 2/1/12-2/29/12

ACCOUNTS PAYABLE WARRANTS	ABLE WARRANTS				į			AETONING PENIOD.			71/67/7-71/1/7
DATE	WARRANT	AMOUNT	1000	2000	3000	4000	2000	0009	7000	8000	0006
2/17/12	927297-927567	3555.00						3555.00			
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TOTALS		3555.00	00.0	0.00	00.0	00.00	00'0	3555.00	0.00	0.00	0.00

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0006	8000	7000	0009	2000	4000	3000	2000	1000	AMOUNT	WARRANT	DATE

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WARRANT REGISTER NO. REPORTING PERIOD: ROJECT FUND

<u>8</u> 2/1/12-2/29/12 ACCOUNTS PAYABLE WARRANTS

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2/29/12	263374-263944	79942.08		79857.08	85.00						
									-		
TOTALS		79942.08	00.00	79857.08	85.00	00.0	00'0	00.0	00.00	00.00	0.00
(CANCELS)											
GRAND TOTAL		659051.93	0.00	79857.08	85.00	39546.47	10173,77	309389.61	00.00	00.00	220000.00

SELF INSURANCE FUND

FUND: 67

WARRANT REGISTER NO. REPORTING PERIOD:

8 211/12-2129/12

7) (57:7-7) (7	0006			250000.00		:									:			250000.00
	8000																	00.00
	7000																	0.00
	0009																	00.0
	2000	31040.57	53643.5	80803.35														165487.42
:	4000			1332.40														1332.40
	3000																	0.00
	2000															-		0.00
	1000	:																0.00
	AMOUNT	31040.57	53643.50	332135.75			•		· · · · ·									416819.82
E WARRANTS	WARRANT	926661-927016	927017-927296	927568-927848														
ACCOUNTS PAYABLE WARRANTS	DATE	2/3/12	2/10/12	2/24/12														TOTALS

PAYROLL WARRANTS FUND 67

DATE	WARRANT	AMOUNT	1000	2000	3000	4000	2000	0009	7000	8000	0006
2/29/12	263374-263944	15669.09		15669.09							
TOTALS		15669.09	0.00	15669.09	0.00	0.00	0.00	00.00	0.00	0.00	0.00
(CANCELS)											
GRAND TOTAL		432488.91	0.00	15669.09	0.00	1332.40	165487.42	00.00	00 0	00.0	250000 00

RETIREE BENEFITS FUND

WARRANT REGISTER NO. REPORTING PERIOD:

<u>8</u> 2/1/12-2/29/12

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E WARRANTS	WARRANT		-													
ACCOUNTS PAYABLE WARRANTS	DATE										<u>.</u>					TOTALS

PAYROLL WARRANTS	INTS										
DATE	WARRANT	AMOUNT	1000	2000	3000	4000	2000	0009	7000	8000	0006
		••••									
TOTALS		00.0	00.00	0.00	00.0	00.00	00.0	0.00	0.00	0.00	0.00
(CANCELS)											
GRAND TOTAL		00:0	00.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

\$449,344.02	0.00
\$4,773,727.78	00.00
\$178,979.47 \$1,917,308.56	00:00
\$178,979.47	00:00
\$5,444,736.26	0.00
\$18,617,058.42	0.00
\$38,345,245.04	00.00
TOTAL EXPENDITURES	X-CHECK

0.00

\$73,370.21 \$6,890,720.32

\$0.00

ELK GRO	VE UNIFIED SCHOOL DISTRI	ICT Agenda Item No:15
	Board Agenda Item	Supplement No
	Board Agenda Liem	Meeting Date March 20, 2012
Subject: DISPOSAL OF OBSOLETE/SURPLUS PROPERTY	•	Department: Finance & School Support
Action Requested:		
The Board of Education is asked to authorize the disp	osal of Obsolete/Surplus Prope	erty.
Discussion:		
Pursuant to Section 39510 of the Education Code, the Purchasing & Warehouse to surplus and/or dispose of	Board of Education is asked to these items.	authorize Dennis Brown, Director of
Records of these items are in the Purchasing & Wareh	nouse Department should you n	eed to review them.
Financial Summary:		
No source of Income to the District.		
Prepared By:	Division Approval:	Rich Fagan
Prepared By: Dennis Brown	Superintendent Approval:	Steven M. Ladd Ed.D.

Superintendent Approval: Steven M. Ladd Ed.D

ELK GROVE UNIFIED SCHOOL DISTRICT

	Agenda Item No:	16
Board Agenda Item	Supplement No.	
	Meeting Date:	March 20, 2012

Subject:	<u>Department:</u>	Fiscal Services
Acceptance of Gifts		

Action Requested:

The Board is asked to accept the following donations to the District's schools/programs.

Discussion:				
<u>Item</u>	<u>Donor</u>	School/Program	<u>Value</u>	Date Received
Gift Donation Podium, lectern, wardrobe racks, storage cart & 2 aquariums	Raymond Ishma	Florin High School	\$1850.00	02/09/12
Cash Donation	Wells Fargo Community Support Campaign	Arlene Hein Elementary School	\$143.10	02/15/12
Gift Donation Books	Sindo & Josepine Lugo	Cosumnes River Elementary School	\$50.00	02/07/12
Cash Donation	PG&E Corporation Campaign for the Community	Arlene Hein Elementary School	\$75.00	01/11/12
Gift Donation Railway & Locomotive Historical Society Membership	Mr. & Mrs. William H. Lugg	Monterey Trail High School	\$85.00	01/09/12
Cash Donation	PG&E Corporation Campaign for the Community	Arlene Hein Elementary School	\$75.00	01/11/12

Prepared By:	Carrie Hargis Canie Harair	Division Approval:	Rich Fagan Rich	
Prepared By:		Superintendent Approval:	Steven M. Ladd, Ed.D.	SMY

ELK GROVE UNIFIED SCHOOL DISTRICT

		Agenda Item No:	17
	Board Agenda Item	Supplement No.	}
		Meeting Date:	March 20, 2012
		· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·
Subject:	<u>Department</u>	nt: Finance &	School Support
2011-12 ANNUAL DISTRICT AUDIT	AGREEMENT		
Action Requested:			
The Board is asked to approve the Crow required by law.	ve Horwath, L.L.P. audit agreeme	nt to conduct th	ne 2011-12 audit
Discussion:			
Crowe Horwath, L.L.P. conducted the 2 accordingly recommended by the admin			nanner and is
** PLACEHOLDE	ER – ATTACHMENT TO	FOLLOW	**
			•
Financial Summary:			
The fee of \$80,000 to conduct the 2011-12 de \$5,750 over last year. The district will be ent their services will remain the same for 2012-	tering a three year contract with (Crowe Horwath	
<u> </u>			
Prepared By: Carrie Hargis	Division Approval:	Rich Fagan 2	نيا الم
Prepared By:	Superintendent Approval:	Steven M. Lac	ld, Ed.D. Sm

ELK GROVE UNIFIED SCHOOL DISTRICT

		Agenda Item No: _	18
	Board Agenda Item	Supplement No	
		Meeting Date	March 20, 2012
Subject:	Division: Facilitie	s and Planning	
Sacramento Municipal Utility District Sun Flower Learning Laboratory, Me		OU)	
Action Requested:			
The Board of Education is asked to (1) review (EGUSD), (2) authorize the Administration to its associated curriculum materials.			
Discussion:			
In keeping with their desire to develop and laboratory intended for student use. This has generating capabilities of the sun in both a for the educational curriculum for the program that Harriet Eddy Middle School has been selected SMUD will provide and install the Sun Flow will be responsible for the final site design inspection, testing and certification of the install.	ands on solar generating kiosk will ormal and informal setting. The EG at is being rolled out in schools through the SMUD as one of the first recipioner Learning Laboratory, an approximand permit process through the	allow students to of USD was instrumen ughout the region. Tents of this device.	oserve the power tal in developing

File: Word\BA\3-20-12BA.Sun Flower Learning Laboratory

This project is being funded by a grant from SMUD.

Prepared By: Stacey Allison Stacey Division Approval: Robert Pierce

Superintendent Approval: Steven M. Ladd Ed.D.

Financial Summary:

Stacey Allison in Facilities

From:

Lee Leavelle in Facilities

Sent:

Monday, March 05, 2012 3:09 PM

To:

Stacey Allison in Facilities; Marlinda Escudero in Facilities

Subject:

FW: Harriet Eddy Middle School, SMUD Sunflower MOU.

FYI

Lee Leavelle

Sr. Construction Manager

Elk Grove Unified School District

(916) 686-7711

From: Lee Leavelle in Facilities

Sent: Monday, March 05, 2012 1:50 PM

To: Josef Tavora in Facilities; William Del Bonta at Harriet Eddy; 'Patty Karapinar'; Arlene Hein in Superintendent

Cc: 'Brent Sloan'; Robert Pierce in Facilities; Eileen Cruz in Facilities

Subject: Harriet Eddy Middle School, SMUD Sunflower MOU.

Folks:

We will pull this Board Agenda item from the March 6th Board meeting and reschedule it for the March 20th Board meeting.

We are working to clarify insurance requirements and indemnification in the agreement.

Sorry for the delay.

Lee Leavelle

Sr. Construction Manager Elk Grove Unified School District

(916) 686-7711

	ELK GROVE UNIFIED SCHO	OOL DISTRICT	
		Agenda Item No	19
	Board Agenda Item	Supplement No	
		Meeting Date <u>N</u>	1arch 20, 2012
Subject:		Department:P	reK-6 Education
Head Start Preschool App	dication, 2012-13		
Action Requested:			
The Board of Education is r program years.	requested to approve the Head S	tart application for tl	ne 2012-2013
Discussion:			
	nood Education Department pre District's Head Start Program		
District, through Head Star	going funding of services for 42 rt, provides comprehensive ser ion, mental health, social service	vices to children an	d families that include
with special needs. There classes are located at ele Markofer, Franklin, Isabel	children who are 3 ½ -5 years of are twenty-one Head Start class comentary schools (Maeola Belle Jackson, James McKee, Pras housed at William Daylor Cor	ses with 20 children itzel, Florin, Samu irie, David Reese,	in each class. Twenty lel Kennedy, Florence
Head Start Federal Fund	TED FROM HEAD START: s (PA 22) = \$2,680,884 hing and Technical Assistance F	unds (PA 20) = \$9,0	00
Prepared By: Claudia Charte	r Division Approval:	Donna	Cherry MM()
Prepared By: Claudia Charte Prepared By: Bob Roe		pproval: Steven N	

FEDERAL ASSISTANC	J⊑ 	2. DATE SUBMITTED		Applicant Ide	
1. TYPE OF SUBMISSION: Application	Pre-application	3. DATE RECEIVED BY		State Applica	tion Identifier
Construction	Construction	4. DATE RECEIVED BY	FEDERAL AGENCY	Federal Ident	ifier
Non-Construction	Non-Construction				
 APPLICANT INFORMATION Legal Name: 	ON		Organizational Un	it:	
Elk Grove Unified School Dist	triat		Department:		
Organizational DUNS:	tuot		Early Childhood Ed	ucation	
013617204			Division: PreK-6		
Address: Street:			Name and telepho involving this app	ne number of pe lication (give are	erson to be contacted on ma
9510 Elk Grove-Florin RD			Prefix:	First Name:	ou couc _j
City: Elk Grove			Mr. Middle Name	Robert	
County: Sacramento			Last Name Roe		
State: CA	Zip Code 95624		Suffix:		
Country: USA	····		Email:		·
6. EMPLOYER IDENTIFICAT	TON NUMBER (EIN):		broe@egusd.net Phone Number (give	area code)	Fax Number (give area code)
94-600250			(916)686-7704	- /	(916)686-7796
B. TYPE OF APPLICATION:		 :	, ,	CANT: (See bac	k of form for Application Type
Пи	lew 🕅 Continuation	n	N	(200 200	The second of the
f Revision, enter appropriate le See back of form for description	etter(s) in box(es)	1			
oce back of form for descripting	on or letters.)		Other (specify) Independent School	I District	
Other (specify)			9. NAME OF FEDE Elk Grove Unified S	RAL AGENCY:	
10. CATALOG OF FEDERAL	L DOMESTIC ASSISTANC	E NUMBER:			CANT'S PROJECT:
			Head Start Refund	ng Grant Applica	tion, Year 2
TITLE (Name of Program):		93-600	1	ng Grant Applica	tion, Year 2
TITLE (Name of Program): Head Start			1	ng Grant Applica	tion, Year 2
Head Start 12. AREAS AFFECTED BY P	• •		1	ng Grant Applica	tion, Year 2
Head Start 1 2. AREAS AFFECTED BY F Elk Grove, CA and Sacramen	• •		Head Start Refund		·
Head Start 12. AREAS AFFECTED BY P	Ending Date:		Head Start Refund 14. CONGRESSIO a. Applicant		·
Head Start 12. AREAS AFFECTED BY P Elk Grove, CA and Sacramen 13. PROPOSED PROJECT Start Date: 08/01/2012	ito, CA		Head Start Refund 14. CONGRESSIO a. Applicant 3,5	NAL DISTRICTS	OF: b. Project 3,5
Head Start 12. AREAS AFFECTED BY P Elk Grove, CA and Sacramen 13. PROPOSED PROJECT Start Date:	Ending Date:	s, States, etc.):	14. CONGRESSIO a. Applicant 3,5 16. IS APPLICATIO	NAL DISTRICTS	OF: b. Project 3,5
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0.00	\$	₩	\$	\$		7. Program Income
2,689,884.00	\$ 00.00	0.00	\$ 9,000.00	\$ 2,680,884.00	(sum of 6i and 6j)	k. TOTALS (su
151,987.00			0.00	151,987.00	ges	j. Indirect Charges
2,537,897.00	0.00	0.00	9,000.00	2,528,897.00	Total Direct Charges (sum of 6a-6h)	i. Total Direct C
33,220.00			9,000.00	24,220.00	a a c	h. Other
0.00			0.00	0.00		g. Construction
0.00			0.00	0.00		f. Contractual
27,334.00			0.00	27,334.00		e. Supplies
0.00			0.00	0.00		d. Equipment
0.00			0.00	0.00		c. Travel
791,382.00			0.00	791,382.00	fits	b. Fringe Benefits
1,685,961.00	\$	4	\$ 0.00	\$ 1,685,961.00		a. Personnel
(5)		(3)	\vdash			6. Object Class Categories
Total		SORIES	SECTION B - BUDGET CATEGORIES GRANT PROGRAM FUNCTION OF ACTIVITY	SECTIO		
3,362,355.00	672,471.00	2,689,884.00	0.00			o. Totals
	A					
0.00						ω
9,000.00		9,000.00			93.600	2.PA 20 HS T&TA
ω	\$ 672,471.00 \$	0,884.00	\$	\$	93.600	1.PA 22 HS BASIC
Total (g)	Non-Federal (f)	Federal (e)	Non-Federal (d)	rederal (c)	Number (b)	or Activity (a)
	New or Revised Budget		Estimated Unobligated Funds	Estimated Unc	Catalog of Federal Domestic Assistance	Grant Program Function
		MARY	SECTION A - BUDGET SUMMARY	SECT		j
		and the second	THOM - MOII-OOIISH ACTION	DODGET IN ONINCTION		

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Standard Form 424A (Rev. 7-97)
Prescribed by OMB Circular A-102

	SECTION	SECTION C - NON-FEDERAL RESOURCES	SOURCES		
(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. PA 22 HS BASIC		\$ 672,471.00	ઝ	49	\$ 672,471.00
9. PA 20 HS T&TA	:	0.00			0.00
10.					0.00
11.					0.00
12. TOTAL (sum of lines 8-11)		\$ 672,471.00	\$ 0.00	\$ 0.00 \$	672,471.00
	SECTION	SECTION D - FORECASTED CASH NEEDS	SH NEEDS		
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal \$	2,689,884.00	\$ 672,471.00	\$ 672,471.00	\$ 672,471.00 \$	672,471.00
14. Non-Federal	672,471.00	168,118.00	168,118.00	168,118.00	168,117.00
15. TOTAL (sum of lines 13 and 14)	3,362,355.00	\$ 840,589.00	\$ 840,589.00	\$ 840,589.00 \$	840,588.00
SECTION E - BUDG	ET ESTIMATES OF	- BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR		BALANCE OF THE PROJECT	
(a) Grant Program			FUTURE FUNDING PERIODS (Years)	PERIODS (Years)	
		(b) First	(c) Second	(d) Third	(e) Fourth
16.PA 22 HS BASIC		\$ 2,680,884.00	\$ 2,814,928.00	\$ 2,955,674.00 \$	3,103,458.00
17.PA 20 HS T&TA		9,000.00	9,000.00	9,000.00	9,000.00
18.					
19.		,			
20. TOTAL (sum of lines 16-19)		\$ 2,689,884.00	\$ 2,823,928.00	\$ 2,964,674.00 \$	3,112,458.00
	SECTION F	SECTION F - OTHER BUDGET INFORMATIO	ORMATION		
21. Direct Charges: \$ 2,537,897		22. Indirect Charges: \$151,987	Charges: 987		
23. Remarks:					

Head Start Grant Application Governing Board Approval

On behalf of the Elk Grove Unified School District Governing Board, I, Chet Madison Sr., Board President, certify the Governing Board has approved the Head Start Basic and Training and Technical refunding grant application for Fiscal Year 2012 (August 1, 2012 – July 31, 2013) at its meeting on March 20, 2012. Attached is the sign-in sheet; minutes of this meeting are forthcoming.

Chet Madison, Sr	
Name	
Signature	
Date	

HEAD START/EARLY HEAD START GRANT APPLICATION POLICY COUNCIL APPROVAL

On behalf of the Elk Grove Unified School District Head Start/Early Head Start Policy Council (PC) I, Tamika Rider, chairperson, certify the Policy Council has approved the Elk Grove Unified School District Head Start Basic and Training and Technical Assistance refunding application for Fiscal Year 2012 (August 1, 2012 – July 31, 2013) at its meeting on March 13, 2012. Attached is the sign-in sheet of attendees; minutes of the meeting are forthcoming.

Name			
Signature	 		
Date			

PROGRAM APPROACH FORM - Grantee/Delegate Number 09CH0012/FY 2012	elegate Numb	er 09CH0012	JFY 2012	Ag	ency Name	Agency Name Elk Grove Unified School District	fied School	District
Enrollment by Program Option This section should be filled out and submitted for each grantee and delegate agency	ption reach grantee a	ınd delegate ag	ency		X Head Start Early Head	Head Start Early Head Start		
Eunded enrollment by program option: Center-based enrollment Home-based enrollment Combination option enrollment Family child care enrollment Other option enrollment			8	. Number of pre	egnant women e	 Number of pregnant women enrolled for EHS: 		
Total enrollment								
 Program Schedule This section should be filled out for each group of children ser 	children served	ved for different hours of service each year.	ours of service	each year.	- :			
Complete #1-3 for all groups of children								
1. Program schedule number	1	2	က	4	5	9	7	8
2. Program option identification	CB							
3. Funded enrollment	420		:					
1								
4a. Number of classes/groups/family child care settings	21							
4b. Double session, enter D								
 Number of hours of classes/groups/FCC settings per child, per day 	3.5							
Number of days of classes/groups/FCC settings per child , per week	4							
7. Number of days of classes/groups/FCC settings per child, per year	135					:		
8. Number of home visits per child, per year	2					-		
9. Number of hours per home visit	1.5							
Complete #10-13 for home-based options					v.			
10. Number of home visits per child, per year								
11. Number of hours per home visit								
12. Number of hours per home-based socialization experience			,			į		
13. Number of home-based socialization experiences per child, per year								
Note: There are 260 students on a traditional track calendar and 160 students on a modified track calendar.	al track calend	ar and 160 stu	idents on a m	nodified track o	alendar.	;		

EXHIBIT A

SUMMARY OF FEDERAL FUNDS, CHILDREN TO BE SERVED, CHILD-ADULT RATIO, AND PROGRAM OPTIONS

Delegate: Elk Grove Unified School District

Street Address: 9510 Elk Grove-Florin Road

City: Elk Grove

Zip: 95624

Head Start Director's Name: Bob Roe

Phone: (916) 686-7704

Policy Council Chairperson: Tamika Rider

Phone: (916) 470-4678

Street Address: 7619 Eagle Park Drive

City: Sacramento, Zip: 95828

Federal Share:

PA 22 (HS Base)

\$ 2,680,884

PA 20 (HS T/TA)

9,000

Local Share:

(25% of total Federal share or 20% of total program cost)\$

672,471

Total Program Costs:

\$ 3,362,355

Program Information - Center Based:	PA 22	PA 25
(a) Number of children to be enrolled	420	
(b) Child/Adult Ratio	10:1	
(c) Number of handicapped children to be enrolled:	42	
(d) Number of weeks per year that program will operate: i. First day of class traditional calendar: 8/20/12 Last day of class: 5/21/13 ii. First day of class modified track calendar: 8/20/12 Last day of class: 6/20/13	34	
(e) Number of classes:	21	
(f) Number of classroom operation hours per day:	3.5	
(g) Number of classroom operation days per week:	4	
(h) Number of classroom operation hours per week:	14	·
(i) Number of classroom operation days per year:	135	
(j) Number of teachers:	21	
(k) Number of teacher hours per week:	22.5	
(I) Number of double sessions (same teacher in AM and PM class):	0	
(m) Number of paid teacher aides:	21	

(n) Number of home visits per year:	2	
(o) Anticipated USDA (CCFP) food reimbursement:	0	

Program Information - Home-Based:	PA 22
(a) Number of children to be enrolled:	
(b) Number of home visitors:	
(c) Number of families per home visitor:	
(d) Number of home visits per child per month:	· · · · · · · · · · · · · · · · · · ·
(e) Number of home visits per child per year:	
(f) Number of hours per home visit:	
(g) Number of socialization experiences per child per month:	
(h) Number of hours per socialization:	
(i) Number of weeks of home-based operation per year:	
(j) Number of weekly hours of home visitor employment:	
(k) Number of weeks of home visitor employment:	
(I) Home visits will begin on and end on	

For Co-located Programs Only:	
(a) State Preschool budget amount:	\$
(b) State Preschool funded enrollment:	
(c) Head Start budget amount:	\$
(d) Percent of Head Start to State Preschool	
(e) Adjusted Head Start funded enrollment:	

EXHIBIT E - IDENTIFICATION OF HEAD START CENTERS

Delegate: Elk Grove Unified School District Modified Traditional: First Day	of Class 8/20/12	Length of Operating Year (must agree with Program Calendar): Last Day of Class: 6/20/13	must agree 1/13	with Program Calendar):
Classroom Center Name	Location Coration Corest Advess City State 7:in	Days of Operation/ Operating Hours	No. of	Name & Address of Kitchen (School) Site Providing Food Service
Florin Elementary	7300 Kara Drive, Rooms A1	Monday – Thursday	2	Florin Elementary
	Sacramento, CA 75020	11:30 - 3:00 P.M.		
Maeola Beitzel Elementary	8140 Caymus Drive, Room C3	Monday - Thursday	-	Maeola Beitzel Elementary
	Sacramento, CA 95826	7:45 – 11:15 A.M.	- -	
Samuel Kennedy Elementary	7037 Briggs Drive	Monday - Thursday		Samuel Kennedy Elementary
•	Pre K Portable	7:30 - 11:00 A.M.	- ,-	
	Sacramento, CA 95828	11:15 - 2:45 P.M.		
John Reith Elementary	8401 Valley Lark Drive	Monday - Thursday		John Reith Elementary
	Room K1	8:00 - 11:30 A.M.	7	
	Sacramento, CA 95823			
Union House Elementary	7850 Deer Creek Drive	Monday – Thursday	1	Union House Elementary
· ·	Room D1	8:15 – 11:45 A.M.		
	Sacramento, CA 95823			A Company of the Comp
	Sites: 5	Classes: 7		

EXHIBIT E - IDENTIFICATION OF HEAD START CENTERS

Delegate: Elk Grove Unified School District	l School District Traditional:	Length of Operating First Day of Class	Year (must 8/20/12	Length of Operating Year (must agree with Program Calendar): First Day of Class 8/20/12 Last Day of Class: 5/21/13
Classroom/Center Name	Eccation Street Address, City, State, Zip	Days of Operation/ Operating Hours	No. of Classes	Name & Address of Kitchen (School) Site Providing Food Service
David Reese Elementary	7600 Lindale Drive Room Pre K 1 and 2 Sacramento, CA 95828	Monday - Thursday 7:30 - 11:00 A.M. 11:15 - 2:45 P.M.	7.7	David Reese Elementary
Prairie Elementary	S251 Valley Hi Drive Room 3, 6 and PreK-1 Sacramento, CA 95823	Monday - Thursday 7:30 - 11:00 A.M. 11:15 - 2:45 P.M.	7 7	Prairie Elementary
Florence Markofer Elementary	9759 Tralee Way Room 32 Elk Grove, CA 95624	Monday – Thursday 7:30 - 11:00 A.M. 11:30 - 3:00 P.M.		Florence Markofer Elementary
William Daylor High School	6131 Orange Avenue Room 5 Sacramento, CA 95823	Monday - Thursday 8:15 - 11:45 A.M.	1	William Daylor High School
James McKee Elementary	8701 Halverson Drive Portable Elk Grove, CA 95624	Monday – Thursday 7:30 – 11:00 11:15 – 2:45	,t	James McKee Elementary
Franklin Elementary	4011 Hood Franklin Road Room 0 Elk Grove, CA 95757	Monday – Thursday 7:45 – 11:15	 -1	Franklin Elementary
	Sites: 6	Classes: 14		

ELK GROVE UNIFIED SCHOOL DISTRICT HEAD START PRESCHOOL MODIFIED TRADITIONAL CALENDAR 2012-2013

	2012		
	August	8	September 15
ONLY CROSS OUT DAYS WHEN CLASSES ARE NOT IN SESSION MODIFIED TRADITIONAL HEAD START 135 SCHOOL DAYS	-5-6-7-8-9 12-13-14-15-16 19 -20-21-22-23	34	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
October 19	November	7	December 0
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31		2-3 -9-10 16-17 -23-24	Su Mo Tu We Th Fr Sa -2 3 4 5 6 7 8 -9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
	2013		
January 15	February	1.4	March 14
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th 3 4 5 6 7 10 11 12 13 14 17 18 19 20 21 24 25 26 27 28	Fr Sa 1 2 8 9 15 16 22 23	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
April 14	May	17	June 12
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 29 30	Su Mo Tu We Th 1 2 5 6 7 8 9 12 13 14 15 16 19 20 21 22 23 26 27 28 29 30	3 4 10 11 17 18 24 25	Su Mo Tu We Th Fr Sa + -2 3 4 5 6 7 8 -9 10 11 12 13 14 15 +6 17 18 19 20 21 22 23 24 25 26 27 28 29 30
July 0			
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31			

ELK GROVE UNIFIED SCHOOL DISTRICT HEAD START PRESCHOOL TRADITIONAL CALENDAR 2012-2013

	2012	
	August 8	September 15
ONLY CROSS OUT DAYS WHEN CLASSES ARE NOT IN SESSION TRADITIONAL HEAD START 135 SCHOOL DAYS	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa -2 -3 4 5 6 7 -8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
October 19	November 11	December 12
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Su Mo Tu We Th Fr Sa -2 3 4 5 6 7 8 -9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
	2013	
January 15	February 14	March 11
Su Mo Tu We Th Fr Sa	Su Mo Tu We Th Fr Sa	Su Mo Tu We Th Fr Sa 1-2
6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	-3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26	10 11 12 13 14 15 16 17 18 19 20 21 22 23	10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

Elk Grove Unified School District Head Start Grant Application February 14, 2012

Objectives, Need for Assistance and Geographic Area

The Head Start Program in Elk Grove Unified School District (EGUSD) will serve 420 students at eleven school sites. The program serves families living within the boundaries of EGUSD, predominately in the South Sacramento area, where there are the largest number of families who qualify for free and reduced lunch rates. A review of demographics within the district did not show any significant changes and the program does not propose to make any changes in where our programs operate.

Elk Grove Unified School District is situated in a suburban and somewhat rural area in south Sacramento County and covers an area of 320 square miles. It is the largest school district in Sacramento County with over 62,000 students in the K-12 population. The Pre-K program comprised of Head Start, State, and Title I classes, serves 940 students. In addition to the Pre-K - 12 students, EGUSD also offers an adult education program.

The Elk Grove Unified School District is highly diverse, with 81 languages spoken by its families. 15.6% of the students have limited English proficiency. Spanish remains the predominant primary language spoken after English. Hmong and Vietnamese continue to be the third and fourth largest language populations. Student demographics show that 25.8% of the population is Latino, 25% is White, 22.3% is Asian, and 17.8% is African American, with American Indian, Filipino, Pacific Islander, and Multiple making up the rest of the student population. These percentages do not show any significant change from last year.

All students registered for the Head Start program are screened for health and speech and language developmental needs. Students with suspected needs are referred to the appropriate personnel for follow-up assessment by their personal physician, a school nurse, or school speech therapist. A variety of placement options continue to be available for students qualifying for special education services. The Head Start program offers full inclusion class opportunities for children with disabilities through partnerships with the Sacramento County Office of Education and Elk Grove Unified School District's Prek Special Education Department. There has not been significant growth in the number of students needing these services over the past year.

Elk Grove Unified School District used a number of methods to review the needs of Head Start children and their families. Parents who attended workshops were asked to provide feedback regarding their need for more or different information and services. Members of the Policy Committee were asked to provide feedback regarding the needs of the families in the classrooms

they represent and to provide ideas for workshops they felt would be beneficial. Teachers inquired about the needs of families at home visits and parent conferences. Initial analysis reveals a continued need for parenting classes, an interest in classes for parents to learn fun ways to teach their children literacy, math, and science at home, workshops in resume writing and job interview skills, ESL classes, help with obtaining dental care, and a need for community resources for food such as the food bank.

The Elk Grove Unified School District continues to support and enhance services to Head Start families with a grant from First 5. This grant provides Family Advocates to help link families to community resources, workshops for families on a wide variety of topics, expanded partnerships with community agencies such as the American Lung Association and KVIE TV, as well as a developmental psychologist who works with the teachers and families in the Head Start program and serves as a link between the EGUSD Pre-K program and the EGUSD Pre-K Special Education program. Needs revealed by families within the Head Start program help to inform what workshops and services the First 5 grant will deliver to enhance the workshops and services provided by Head Start.

Program Approach

The Head Start program in Elk Grove Unified School District does not propose making any changes to the 2011-2014 Three Year Goals but will be making changes to activities required to meet the goal to increase awareness of services which contribute to family, child, and staff mental wellness and the goal to increase school readiness.

A website for parents, teachers, and staff to obtain information regarding available mental health services was not able to be created. In its place, the Elk Grove Unified School District PreK program put together an extensive Community Resources Binder which has been placed in each classroom for the use of both staff and parents. It will be updated on a yearly basis. Additionally, the Head Start program is in the process of creating a Facebook page where parents will be able to gain timely information regarding workshops, community events, and link to community resources. This will be updated monthly by a program educator.

The Elk Grove Unified School District Head Start program has adopted the school readiness goals created by the grantee, SETA Head Start. The Pre-K program currently has in place curriculum that supports these goals. There is a daily balance between direct instruction and child-centered learning. The I Am Moving, I Am Learning curriculum supports the goal for Physical Development and Health. Social and Emotional Development and Approaches to Learning are supported through literature, conversations with children, large and small group time when children have an opportunity to interact and explore with a large and small group of children, and workshop time when children have an opportunity to initiate their own learning and

interactions with teachers and peers. Language and Literacy is supported through Open Court, the adopted reading program used by Elk Grove Unified School District. Cognitive and General Knowledge is supported by Growing With Math, the District adopted math program for Pre-K education, through the Mathematics Handbook published by the California Preschool Instructional Handbook, and through literature included in the Open Court reading program.

Beginning in February 2012, School Readiness Goals will be assessed through use of the Desired Results Developmental Profile at the beginning, midpoint, and end of each school year. Additionally the School Readiness Screening assessment will be given in its entirety in September, January, and May of each school year and a shortened version will be given in October and March. Data gathered from these assessments will help teachers create an action plan for how to better meet the school readiness needs of their entire class, will give them information for individualizing instruction for specific students, and give them timely data to use during Co-ops and parent conferences. Data gathered at the district level will drive decisions regarding in-servicing needs, mentoring needs, and materials needed by classroom teachers to meet the school readiness needs of their students.

Results or Benefits Expected

Goal 1: Using existing services and systems to increase the awareness of and participation in activities and services which contribute to family, child, and staff mental wellness.

Progress toward the goal of increasing the number of families who receive services has been monitored by the social worker and by the office assistant as they monitor the number of families attending workshops and attending Family and Student Success Team Meetings. Teachers reviewed Family Development Plans to assure families were receiving services they requested. In response to families stating they did not always want to share the challenges they were facing with staff, flyers are being created to include in the Community Resource Binders so that families can have an easy to take list of resources and phone numbers. The social worker provided training to teachers on the Pyramid Model, created by the Center on the Social and Emotional Foundations for Early Learning (CSEFEL), and time was allotted for a make and take to support techniques learned in the training. The Pyramid Model is a comprehensive approach designed to help educators and parents promote social-emotional competence and address challenging behaviors in a positive manner. Workshops to learn Pyramid Model techniques will be offered to parents this spring. A workshop on stress management and a workshop on how to access mental and behavioral health services have been offered by the social worker this year in addition to Making Parenting a Pleasure and information delivered at classroom meetings. A workshop on resume writing and interviewing for a job, and a workshop titled "What To Do With The Mad You Feel" will be delivered in March and April. Evaluations filled out by staff after in-servicing and by families after workshops, indicate they found the information they

received to be valuable. The materials, in-servicing, and workshops provided have afforded families and staff greater access to resources and tools necessary to facilitate mental wellness.

Goal 2: Increase school readiness by developing the role of parents, students, and staff in implementing effective strategies for classroom organization, instructional support and emotional support that lead to a high quality learning experience, both at home and school.

CLASS training was provided to teachers and Academic Program Coordinators by a certified trainer. Four teachers and four Academic Program Coordinators passed the test to become reliable observers. A three hour overview was provided for para-educators to familiarize them with the CLASS observation tool. Post evaluations from these trainings indicate that teachers and para-educators found the training valuable. Preschool Foundations were presented at a teacher in-service and monthly follow-up training has been presented at each teacher in-service this year. The Instructional Coach as provided professional development on how to individualize for students needs based on the results of the DRDP and School Readiness assessments. Lesson plans and teacher evaluations reflect an increased understanding of how to do this as well as an increase in flexible grouping during small group instruction. Teachers did a home visit with each of their families in August and will do another in the spring and they have held a parent conference in the fall with another scheduled for March in order to gather and share information with the families of their students. Families were offered workshops on the importance of reading with their children and how to build literacy as well as the importance of art in children's lives as a form of self-expression. Families are taught and given time to practice a school readiness activity they can do at home with their child at each classroom parent meeting. Evaluations from workshops and classroom parent meetings indicate that families are gaining valuable knowledge and are enjoying these activities. Plans are in place for students to visit a kindergarten classroom and for a kindergarten teacher to visit the prek classroom in the spring in order to ease any concerns the children may be having about going to kindergarten and facilitate a smooth transition from preschool to kindergarten. These professional development opportunities and workshops, along with the planned kindergarten classroom visits, provide staff, families, and children tools they can use to support school readiness at home and at school.

Goal 3: Increase prevention and intervention strategies that promote health and wellness for Head Start staff, children, and families.

Dental education was provided at the October classroom parent meeting. Teachers, paraeducators, and program educators have been working to secure dental resources for uninsured families. Internal monitoring in January indicated that families were obtaining the services needed for their children. Two parents have called the program specialist to express their happiness in how the program was able to get their child in to see a specialist that they had been unsuccessful in seeing prior to being in the Head Start program. Interpreters have been made

available for parents at parent conferences and on an on-call basis to help non-English speakers obtain needed services. Due to funding cuts, the expert contacted to provide professional development on the importance of lead testing was no longer available to provide this service to the program. The County of Sacramento Department of Health and Human Services was able to provide the program with informational materials and posters regarding the importance of lead testing. These were distributed to the classrooms. The importance of lead testing was discussed at the parent meeting in September and materials were given to parents. A protocol has been established for requesting and documenting lead test results and internal monitoring of the program done in January shows that all students in the program have had a lead screening. Protocol has been written for the on-going monitoring of health files that includes who in the program will be notified to ensure the health care needs of students are being addressed. This protocol included converting the health tracking system from being paper and pencil to computer based and saved in a format where the program specialists, program educators, social worker, and psychologist have access to the monitoring without having to look in the child's file. This system has made it easier to monitor health tracking from within the program and has ensured that key people can easily access health information when discussing a child's needs. Staff was trained on the pre-service day on the use of the Head Start Health and Safety Checklist. Protocol has been established to collect the checklist on a quarterly basis. Monitoring shows that teachers have been filling out the checklist and have been requesting needed items for their first-aid kits on a regular basis. These activities have promoted health and wellness for families and staff in the Head Start program.

<u>CLASS</u>

CLASS training was provided to teachers and Academic Program Coordinators by a certified trainer. Four teachers and four Academic Program Coordinators passed the test to become reliable observers. A three hour overview was provided for para-educators to familiarize them with the CLASS observation tool. Teachers and para-educators have been made aware that CLASS is the observation tool that will be used by the Office of Head Start when evaluating their classroom. Elk Grove Unified School District teachers and para-educators are evaluated using District created evaluations. These have been analyzed to see where dimensions from CLASS fit and teachers and para-educators have been alerted that observations and evaluations will include feedback regarding CLASS. Union rules do not allow teachers from within Elk Grove Unified School District to do observations of other teachers from within the district so the program will only have the use of the academic program coordinators who have been certified as reliable observers. Money has been set aside for Training and Technical assistance to pay for CLASS training for new hires, recertification tests, and reliable observers from outside of the district. SETA will help in making future programmatic decisions to enhance the use of CLASS within the program.

Teacher Qualifications

Teachers in the Elk Grove Unified School District are highly qualified. Since 2000, the District has required teachers to possess a Multiple Subject Teaching Credential with a Child Development Permit to teach preschool. This requirement has created a program in which most of the teachers hold a teaching credential. Four teachers were hired prior to 2000 and do not hold a teaching credential.

The following is a breakdown of the 21 Head Start teachers by education level:

Child Development Associate of Arts: Two teachers

Bachelor of Arts or Bachelor of Science: Nineteen Teachers

Other Program Changes

The fiscal technician who had been with the Elk Grove Unified School District Pre-K program for four years resigned in May to pursue becoming a Certified Public Accountant and a new fiscal technician was hired. One of the two program specialists who had been with the Pre-K program for seven years left on a maternity leave in October. She will not be returning to the program. Her position has been posted to assure it is filled as soon as possible.

HEAD START BUDGET

Fiscal Year:

2012-2013

Program: Basic

Agreement #

Budget Period

09CH0013/FY2012

12%

To 7/31/2013

From 8/01/12

Grantee/Delegate: **Elk Grove Unified School District Program Options:** Street Address: 9510 Elk Grove-Florin Rd Number of children to be enrolled: 420 **Elk Grove** 95624 City: Zip Code: Number of Handicapped: 42 Program Contact: Robert Roe Phone: (916) 686-7595 11 Number of Class Sites: 21 Number of Classes: Policy Council Approval: Chair Date **BUDGET CATEGORIES** COLA Quality Object Total Non-Federal (2) Class Categories (OCC (3) (5) (6) a. Personnel \$1,685,961 see attached Schedule A. Personnel b. Fringe Benefits (FICA 6.2%, UI 1.61%, Workers Comp 1% Health and Dental \$13,842, Retirement 8.25-10.71%) See Attached Schedule B for details see attached Schedule C. Travel d. Equipment - none 27.334 e. Supplies 2,000 Office Child & Family Service 22,334 Medical/Dental/Disabilities 3,000 Food Service Custodial Transition Classroom furniture Contractual-None h. Other - see Schedule H. Other See Attached Schedule Y. T&TA Total Direct Charges 2,528,897 2,537,897 Indirect Charges (6.01%) 151,987 151,987 TOTAL \$2,680,884 \$9.000 \$2,689,884 Non-Federal = At least 25% of total Federal 25%

For administration allocation see Schedule X.

Schedule A. Personnel

Delegate: Elk Grove Unified School District FY: 2012-2013 Program: Basic

Child Health & Developmental Services Personnel	Number of Persons Employed	Cost for Program Operations	Cost for Training & TA	Non- Federal Share
Program Managers & Content Area Experts	1	80,999		
Includes program managers, supervisors, and content experts in child dev	•	_ 		*
nutrition, and disabilities services. Include home-based and family child ca	are supervisors.		<u> </u>	
2. Teachers/Infant Toddler Teachers	21	831,618		
Include all teachers, infant and toddler.				
Family Child Care Personnel Includes family child care staff if they are agency employees. If providers	are not agency e	mplovees enter	costs under iten	n (f)(6) or (h)(7)
4. Home Visitors	are not agency e	mpioyeco, cinci	COOLO GIIGOI ILCII	1 (1)(0) 01 (11)(1).
5. Teacher Aides & Other Education Personnel	21	288,163		
6. Health/Mental Health Services Personnel	1	39,183		
Includes nurses, health service aides, speech therapists, mental health sta	iff and other heal		onnel.	——————————————————————————————————————
7. Disabilities Services Personnel	1	16,903		
8. Nutrition Services Personnel		,,,,,,,		
Includes nutritionists, cooks, and other food services staff.				
9. Other Child Services Personnel	1	15,562		
Include any personnel that provide services to children that cannot be repo	rted in any other	category.	BOURS OF RESPECTAL VEIN	nagerakan etan eta beraila daka
Family & Community Partnerships Personnel				3.30 (2.3)
10. Program Managers & Content Area Experts	1	27,815		
Include program managers, coordinators, supervisors, and content experts in services, volunteer coordination, or other family and community partnershi	•	nent, social		
11. Other Family & Community Partnerships Personnel	5	171,541		
Include social workers, family service workers, social services aides, parer	nt involvement ai	des, and other fa	mily and partne	rships staff.
Program Design and Management Personnel				
12. Managers				
Include executive directors, Head Start or Early Head Start directors, depu	ty or assistant di	rectors, and othe	er administrators	
13. Staff Development Include staff responsible for coordinating staff development and training.				
(Note: Report any salaries paid by T&TA funds in the second column.)				
14. Clerical Personnel	8	134,382		
15. Fiscal Personnel	1	27,423		
16. Other Program Design Personnel	2	52,372		
Other Personnel	_			
17. Maintenance Personnel	The second secon	The state of the s	u u versus — conque con perio, est a resignada en	o nagrossima i ustrategos ME (BRID), 1934
18. Transportation Personnel				
Add Cola/Quality				
TOTAL PERSONNEL	63	\$1,685,961		

# Title	Rate	Hrs	Wks	Annual	%Hs	HS Total	EHS	State CDE	3
Child Health & Developmental Services									Т
1 Program Specialist	\$56.25	36	40	\$89,999	0.9000	80,999			T
1 Instructional Coach	\$55.58	8	35	\$77,810		15,562			T
		•							$oxed{oxed}$
1 Teachers (1)	\$44.76	22.5	36	\$60,422	0.6000	36,253			\Box
1 Teachers (2)	\$38.56	22.5	36	\$52,053		31,232	-		\prod
1 Teachers (3)	\$57.79	22.5	36	\$78,018	0.6000	46,811			\prod
1 Teachers (4)	\$54.65	22.5	36	\$73,783	0.6000	44,270	:		\prod
1 Teachers (5)	\$38.70		36	\$52,242	0.6000	31,345			
1 (Teachers (6)	\$57.79	22.5	36	\$78,018		46,811			╛
1 Teachers (7)	\$57.79	22.5	36	\$78,018		46,811			
1 Teachers (8)	\$38.45	22.5	36	\$51,912	0.6000	31,147			
1 Teachers (9)	\$40.87	22.5	36	\$55,172	0.6000	33,103			
1 Teachers (10)	\$41.84	22.5	36	\$56,478		33,887			_
Teachers (11)	\$39.90	22.5	36	\$53,868		32,321			┙
1 Teachers (12)	\$45.14	22.5	36	\$60,937	0.6000	36,562			_
1 Teachers (13)	\$41.84	22.5	36	\$56,478		33,887			┙
1 Teachers (14)	\$57.79	22.5	36	\$78,018		46,811			⅃
1 Teachers (15)	\$55.41	22.5	36	\$74,807	0.6000	44,884		ļ	
1 Teachers (16)	\$38.73	22.5	36	\$52,287	0.6000	31,372			_
1 Teachers (17)	\$57.79	22.5	36	\$78,018		46,811			┙
1 Teachers (18)	\$29.09	22.5	36	\$39,273		23,564			
1 Teachers (19)	\$57.79	22.5	36	\$78,018		46,811			_
1 Teachers (20)	\$44.76	22.5	36	\$60,422	0.6000	36,253			
1 Teachers (21)	\$31.69	22.5	36	\$42,787	0.6000	25,672			_
									_
Teacher Assistant (1)	\$11.64	21	38.8	\$14,447	0.6562	9,480	4		_
1 Teacher Assistant (2)	\$18.69	21	38.8	\$23,201	0.6562	15,225			
1 Teacher Assistant (3)	\$15.39	20	38.8	\$23,878		11,939			
1 Teacher Assistant (4)	\$15.39	20	38.8	\$23,878		11,939			
1 Teacher Assistant (5)	\$13.29	21	38.8	\$16,506		10,831			_
1 Teacher Assistant (6)	\$16.22	21	38.8	\$20,136		13,213			_
1 Teacher Assistant (7)	\$16.20	21	38.8	\$20,117	0.6562	13,201			
1 Teacher Assistant (8)	\$15.37	20	38.8	\$23,850		11,925			_
1 Teacher Assistant (9)	\$15.37	20	38.8	\$23,850		11,925			
1 Teacher Assistant (10)	\$14.90	21	38.8	\$18,494	0.6562	12,136			_
1 Teacher Assistant (11)	\$15.26	21	38.8	\$18,948		12,434			
1 Teacher Assistant (12)	\$12.20					9,942			_
1 Teacher Assistant(13)	\$11.64	21	38.8	\$14,447		9,480			
1 Teacher Assistant (14)	\$16.07	21	38.8			13,092	<u>.</u>		
1 Teacher Assistant (15)	\$14.20	21	38.8			11,572			_
1 Teacher Assistant (16)	\$15.32	21	38.8	\$19,020		12,481			
1 Teacher Assistant (17)	\$16.20		38.8	\$20,117		13,201		ļ	_
1 Teacher Assistant (18)	\$15.26		38.8	\$18,948		12,434			_
1 Teacher Assistant (19)	\$12.73	21	38.8	\$15,801		10,369		<u> </u>	_
1 Teacher Assistant (20)	\$17.16		38.8	\$21,303		13,979			_
1 Teacher Assistant (21)	\$15.18	21	38.8	\$18,843	0.6562	\$12,365		ļ	_
					<u> </u>				_
1 Disabilities Personnel-Psychologist	\$57.79	7.5	39	\$84,515	0.2000	16,903		ļ	_
									_
1 Health/Nutrition Program Educator	\$26.81	28	52.2	\$55,976	0.7000	39,183			_
Teacher Substitutes-Timesheets	L				ļ <u> </u>	45,000			_
Teacher Assistant Substitutes-Time	esheets					35,000		ļ	_
F									8
Family & Community Partnership	A						_	1	_
1 Coordinator-Community Partnershi		12	40	\$92,717		27,815		ļ	_
1 Social Worker	\$53.40		38.4	\$76,894		61,515			_
1 Program Educator	\$21.81	30		\$45,536		34,152		ļ	_
1 Program Educator	\$24.51	30	52.2	\$51,179		38,384			_
1 Bilingual Family Advocate	\$13.90			\$21,572		10,786		ļ	_
1 Parent Liaison	\$17.21	40	38.8	\$26,704	1.0000	26,704			

Schedule A-1 Personnel Detail Head Start Staffing 2010-2011

7#4	Title 7	Ratè	Hrs	Wks	Annual	% Hs	HS Total	ĒHŠ	State CDE	Cis
Pr	ogram Design & Management									
1	Admin. Asst. III	\$27.64	20	49.2	\$54,392	0.5000	27,196			
1	Fiscal Technician	\$20.21	26	52.2	\$42,189	0.6500	27,423	-		
								- "		
1	Site Clerical Personnel	\$17.90	16	52.2	\$37,383		14,953			
1	Site Clerical Personnel	\$18.51	16	52.2	\$38,643		15,457			
1	Site Clerical Personnel	\$18.52	12	52.2	\$38,667	0.3000	11,600			
_ 1	Site Clerical Personnel	\$15.54	20		\$32,440	0.5000	16,220			
1	Site Clerical Personnel	\$20.56	12	52.2	\$42,923	0.3000	12,877			
1	Site Clerical Personnel	\$19.39	22	52.2	\$40,480	0.5500	22,264			
1	Site Clerical Personnel	\$20.30	20	52.2	\$42,394	0.5000	21,197			
1	Site Clerical Personnel	\$18.98	20	52.2	\$39,628	0.5000	19,814			
	Other Personnel									
_ 1	Programmer Analyst	\$42.64	12	49.2	\$83,920	0.3000	\$25,176			
46				otal	\$2,027,853		\$1,272,428			
6					\$314,601		\$199,356			
10			tal		\$409,138	4.6000	\$189,001			
1	Other Personnel Subto	tal			\$83,920	0.3000	\$25,176			

				·	1	1
63	Grand Total	36.7554	1,685,961		1	1
						•

Schedule B. Fringe Benefits

Delegate: Elk Grove Unified School District FY 2012-2013 Program Basic

Description	Costs for Program Operations	Non-Federal Share
1. Social Security	65,026.00	Control of the second s
(6.2%-FICA for Classified employess;1.45% medicare for Certificated and Classified e		
2. State Disability		
3. Unemployment	27,144.00	
(1.61% for Certificated and Classified employees)		
4. Worker's Compensation	16,860.00	
(1% for Certificated and Classified employees)		
5. Health	523,127.00	
(Average \$13,842 per FTE for Health and Welfare)		
(Average \$1,200 per FTE for Health and Welfare-Retirees)		
6. Retirement	156,726.00	
(8.25% for STRS and 10.71% for PERS)	100,100	
7. Other Fringe - Life Insuance/Dental	2,499.00	
(Average \$47 per FTE for Life Insurance)	2,100.00	
(Wording of the for the find modified)		
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	+	
Total Fringes	791,382.00	

Schedule C. Travel

Grantee:		e Unified School District		2012-2013	Program:	Basic	
# Parents	# Staff	Description	90) 90) 11 \$5,8			Costs for Program Operations	Т.8.ТА
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<u> </u>							
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<u></u>							

Enter the total costs of travel outside of the grantee service area for employees of the project, including per diem expenses. Do not include consultant travel or local transportation. (A brief explanation of travel costs should be included in the budget justification.)

Total Travel

Schedule E. Supplies

Delegate: Elk Grove Unified School District FY 2012-2013 Program: Basic

Description	HS COST FOR PROGRAM OPERATIONS	NON-FEDERAL IN-KIND
Office	\$ 2,000	
Office supplies	1,000	
Postage	1,000	
Child and Family Service	\$ 22,334	
Classroom 19 classrooms @ \$200 each	3,800	
Books; software; CDs and curriculum and instructional materials	12,034	
Printing/duplicating	4,500	
Replacement of computers, printers parts and accessories	1,000	
Non-capitalized equipment	1,000	
Medical/Dental	1,500	
Medical/Dental supplies - Soap, Tooth brushes etc.	1,500	
Disabilities	1,500	
Disability supplies and non-capitalized equipment	1,500	
TOTAL	\$ 27,334	

Grantee: Elk Grove Unified School District FY 2012-2013 Program: Basic

The state of the s		
Description	HS COST FOR PROGRAM OPERATIONS	NON-FEDERAL IN-KIND
Occupancy	274174007455074650	is different sylicity
Rent-COLA increase	engakeja ja dalah etek uparanji	2.040 C. 0.040 000 000 000 000 000 000 000 000
Rent-Basic - Classroom space: 10 classrooms totaling to 12,063 sq ft @ \$0.54 for 10 months	_	65,140
Utilities		35,1.5
Phone	5,000	
Building insurance	1	
Maintenance/Repairs - Maintenance Agreements and Rental for office and class site copiers	5,000	
Child Services	652948 W. W. S.	
Liability/Accident Insurance		200 0 C 1880 0 C 100 100 100 200 200 200 100 200 200 200
Field trips -		
Disability Services: 1,000	<u> </u>	
Medical and Dental Services	1,000	
Health Screening	1,000	2,000
Today Octobring	 	2,000
Parent Volunteers:		
Classroom - 21 classes X 136 X 1.5 X 13.65/hr X 3 parents	<u> </u>	175,430
Home activities - 420 students x 1 hr/wk x 20 weeks x 13.65 / hr	 	114,660
TIOTIO GOLFRIGO - 120 OLGGORO X 1 TIII/M X ZO WOOLG X 10:00 / [II		114,000
Saacramento County of Education: Full Inclusion Staff		314,241
Cadolaniento County of Education, 7 dil molasion otali	 	314,241
T&TA PA 20		
See 12 month budget in Schedule Y. T& TA		
Gee 12 month badget in Ochedale 1. Ta 1A		
	-	
	-	
	Tana de la composition della c	Employed and and
T&TA - Teacher Quality	protection of the second	wasantang Mili
Educational Reimbursement	 	<u> </u>
Substitutes		
Additional Training		
Nutrition & Food		
Food Experiences:\$17 x 21 classes x 10 months	3,570	<u> </u>
Nurtrition Services	<u> </u>	1,000
Other nutrition -		ļ
		<u> </u>
		ļ
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PAGE TOTAL	\$ 14,570	\$ 672,471

Grantee: Elk Grove Unified School District FY 2012-2013 Program: Basic

Description	HS COST FOR PROGRAM	NON-FEDERAL
Rarent Services T&TA -		
Home Visits555 per mile - reimbursement for home/site vists	4,000	
Parent Activities: 1,500 Reimbursement for mileage to attend PPC Meeting	1,000	
PPC Meeting refreshment and end of year event	500	
Other Parent Services: -		
Operating Costs		
Membership to CHSA Facility Licenses	1,650 2,500	
PAGE TOTAL OTHER TOTAL	\$ 9,650 \$ 24,220	\$ -

Schedule X. Administration

Grantee: Elk Grove Unified School District FY 2012-2013 Program: Basic Description HS COST FOR PROGRAM NON-FEDERAL IN-KIND OPERATIONS Occupáncy 25.00% 1,250 Telephone Building Maintenance/Repair and Other Occupancy 5.00% 250 3,257 Child Services Administrative Personnel HAMPA PARA 100.00% Fiscal Technician 27,423.00 Secretary/Clerk of the Boards/Supply Clerk 100.00% 27,196.00 Fringes Market Physics Supplies Office/Copying/Postage 100.00% 2,000 Indirect Costs 6.01% PAGE TOTAL 5 239,291 \$ 3,257 Brief description of basis for admin allocation if different from functional allocation above:

Schedule Y Training & Technical Assistance

Grantee/De Elk Grove Unified School District FY 2012-2013 Program: Basic

Description	HS COST FOR PROGRAM OPERATIONS	NON-FEDERAL IN-KIND
Local Conferences and Workshops	3,500	
(Various local conferences and workshops that meet our goals as available throughout the year)		
CPR Training	1,500	
Outside Speakers for seminars for staff development	2,000	
CLASS Training	1,000	
New Employee orientation and Mentoring	1,000	
· · · · · · · · · · · · · · · · · · ·		
Total T/TA	9,000	

Elk Grove Unified School District Head Start Program Budget Narrative 2012-2013

Personnel

The Elk Grove Unified School District supports 420 Head Start preschoolers and their families. The program is taught by fifteen fully credentialed teachers, six teachers holding a Children's Center Permit, and is supported by twenty-one instructional assistants. The program is supported by highly qualified support staff that meets all of the mandates under health, mental health, nutrition, parent involvement and community partnerships.

The proposed salaries are aligned with compensation rates established by the District for each position classification. These positions include program managers, supervisors, and content experts in child development, health, mental health, nutrition, and disabilities services, teachers, paraeducators and clerical support staff.

The Elk Grove Unified School District Head Start basic grant is in full compliance with the compensation cap requirements for each funded position.

Fringe Benefits

Benefits are calculated based upon each position's respective bargaining unit and include Medicare, unemployment insurance, workers compensation, retirement, and health.

Travel

Not Applicable

Equipment

Not Applicable

Supplies

A high quality program requires the utilization of resources for classroom instruction and materials for children to use such as books, crafts, and materials for the various centers. The program also distributes various resources for the staff and parents to utilize as they further support the children in their overall development. This category includes classroom supplies, curriculum materials, postage, office supplies, books for the classroom, transition materials, health supplies and other miscellaneous classroom supplies. Funding for disabilities supplies and non-capitalized equipment will be used to purchase materials for students in the Head Start program who need specialized materials to accommodate their disability. Printing services will be paid for under this category to produce supplemental educational materials that will be distributed to parents such as activity books, newsletter, program brochures and pamphlets,

registration packets, marketing materials and flyers for community outreach. Funding will be utilized to purchase medical/dental supplies such as soap, paper towels, tooth paste and toothbrushes for the children. Funding will also be utilized to replace broken or obsolete computers/printers to assure staff has access to technology needed to run the program.

Construction

Not Applicable

Other

This category will cover the travel costs provided for staff traveling for home visits, professional development workshops, site visits by support staff, registration and recruitment support. Travel costs are based upon historical mileage traveled by staff in similar positions performing similar types of work. It will fund refreshments for parent policy meetings that are held on a monthly basis as well as the cost for the mileage traveled to the meetings. The category will fund the facility licensing, maintenance for the printers and other equipment utilized in the classroom and phone lines. Classrooms teachers provide food experiences throughout the school year to enhance children's learning. Supplies used for these experiences will be funded under this category. This funding will also be used to cover medical and dental services for children who need these services.

Training and Technical Assistance

On-going staff development is a corner stone for any high quality program. Money has been placed in this category to pay for experts from outside of Elk Grove Unified School District to assure the program can provide high quality in-servicing.

CLASS is the instrument being used by Head Start to evaluate classrooms and how personnel work with students to promote their social, emotional, and academic success. The program has included money in this category in order to continue supporting staff in CLASS through observations, continued training, and recertification expenses for reliable observers.

Money has been placed in this category so that two parents on the Policy Committee and a staff member can attend the yearly California Head Start Association conference. Money in this category will also be used to send teachers to Early Childhood Education conferences and workshops in order to keep their practices current. Staff who attend conferences and workshops come back to the larger group and report what they have learned. This practice keeps the program up to date with current research and practices in the pre-k field.

In order to assess student developmental and academic needs, and deliver a quality program, the Head Start program has several assessments and documents to track student and family needs. The program has included money in this category in order to provide a mentor to support new Head Start staff during their first year. This will ensure that all families in the program receive

the same high quality services whether they are placed with a veteran teacher or a teacher new to the program.

CPR training is mandated by licensing laws to be provided on an annual basis. Money has been placed in this category to pay for this.

Collaboration with State

Not Applicable

Non Federal Resources

In partnership with the Sacramento County Office of Education, special education teachers and assistants provide services to special needs children in the Head Start classes. Various staff members support the children and their parents in four classrooms. \$314,241.

Parents volunteer in the classroom on a monthly basis to ensure a high quality program. Parents are given various activities to do to support the work being done in the classroom. \$175,430

Home Activities - \$114,660.

School nurses provide all the required Head Start health screenings at the various school sites. Head Start classes are held at various Elementary Schools and one Alternative Education High School. The Head Start program is not charged rent for use of these classrooms. A total of eleven schools designate classrooms to hold Head Start programs and provide parents an opportunity to attend preschool at their home school. We claim the cost of maintaining the classrooms as non federal share from the district.

Classroom Space In-kind - \$65,140 Health Screening In-kind - \$2,000 Nutrition Services In-kind - \$1,000

Employee Compensation Cap

The Elk Grove Unified School District Head Start program complies with the compensation cap policy of \$179,700. No employee compensation is above this amount.

In-Direct Charges

The indirect cost recovery calculation of 6.01% of total direct costs is based on a preliminary proposed 2012-2013 rate. The 2012-2013 rate has not been released therefore we are using the preliminary proposed percentage to include in the application

ELK GROVE UNIFIED SCHOOL DISTRICT

PreK Education Department

Head Start Self Assessment Findings 2011-2012

1. Program Self Assessment

The annual self assessment process was completed in February 2012. This is a collaborative effort among administrative and support staff, Head Start Parent Policy Committee representatives, and parents in the Head Start program.

This team of staff members took part in the Self-Assessment Process:

- Program Director: Bob Roe
- Disabilities and Mental Health: Theresa Gannon, Florence Oneto
- Family and Community Partnership: Claudia Charter, Florence Oneto
- Health and Nutrition and ERSEA: Marla Albritton, Ruth Martinez, Rocio Galvan, Jill Morse
- Education: Irene Ladd, Claudia Charter

The Parent Policy Committee, classroom parents, teachers and paraeducators also contributed to all aspects of this assessment.

The Elk Grove Unified School District (EGUSD) Head Start program gathered input from parents using four different instruments. Parent representatives from each classroom reviewed their own child's student file in the areas of Education and Health using file compliance forms and monitored their child's classroom using the Health and Safety Checklist. Parent Policy Committee members were interviewed at a Policy Committee meeting and their answers were reviewed and included in the self-assessment. Program Self-Assessment Surveys were given at classroom parent meetings to provide an opportunity for every parent to share their knowledge of the program. These activities provided opportunities for parents to share their experiences with Head Start and provided feedback to teachers and staff regarding the strengths and weaknesses of the EGUSD Head Start program.

Analysis of the results revealed a high degree of parental satisfaction with the program. The majority of parents report a safe and nurturing learning environment in which their children are acquiring the skills necessary for kindergarten. Parents feel welcomed and supported by staff and have gained new knowledge and skills through their participation in Head Start. Parents also feel that information about the Head Start program and the curriculum used by EGUSD are well communicated. Parents' comments reflect a belief that their children are not only focusing on academics, but on social and interpersonal skills as well. They feel the staff values their input and supports their family.

Files were reviewed by the internal monitoring team in December at traditional sites and in January at modified traditional sites. Results were shared with teachers and paraeducators for discussion and with instructions to make any needed corrections. A recheck of files took place in February and will again in March. In addition to internal monitoring, the grantee, Sacramento Employment and Training (SETA) reviews files at different sites on a monthly basis throughout the year.

A summary of the Program Information Report (PIR) information for 2010-2011 revealed that the program needs to continue to emphasis dental exams and dental follow-up. A strong intervention program was put into place in 2009, consisting of in-services for staff, monthly monitoring of results, and additional resources. A program specialist has been working closely with the paraeducators to improve this area. Results of the PIR indicate that although progress has been made in this area, it is still in need of improvement.

Internal monitoring revealed a need to work on family development plans and how teachers can help parents create goals and the steps necessary to achieve them. EGUSD will work with SETA to have someone do training in this area in the fall of 2012. A program specialist and academic program coordinators will work with teachers to improve in this area.

2. Program Governance

The Head Start Parent Policy Committee, comprised of representatives and alternates from each Head Start class, meets monthly. Two representatives and two alternative representatives are elected for two positions on the Sacramento Employment and Training Agency (SETA) Head Start Policy Council which meets monthly. In addition, the members serve on the Preschool Parent Advisory Committee, which includes representatives from Head Start, State, and Title I Twilight preschool.

Monthly reports are given to both the EGUSD Board of Education and Parent Policy Committee members to update them on the Head Start program. EGUSD administrators have visited Head Start classes and attended Head Start events during the year. School Board members have visited Head Start classes and special events.

Recommendation: Continue monthly reports to Board of Education and Policy Committee and continue to invite School Board Members to Pre-K special events and to visit classrooms.

3. Planning

Elk Grove continues to conduct ongoing needs-assessments. The administrative team meets weekly to discuss program issues. Bi-monthly meetings are held with the Pre-K-6 Director to review program data, update goals, identify areas of need, and make short and long-range plans. Staff input from in-services, a teacher self-evaluation determining their needs in relation to CLASS, input from the Faculty Advisory Committee, and parent input from policy committee meetings, classroom meetings, and the Parent Survey are also used in planning.

Recommendations: Plan early in spring for next school year addressing budget issues and the needs of families. Look closely at monitoring results and staff training needs to plan in-service training. Continue the leadership team comprised of a representative from Head Start, State, and Title I classes to meet quarterly and make recommendations. Work with the district to meet needs of program while staying within current budget constraints.

4. Communication

Monthly classroom parent meetings and Head Start Policy Committee meetings, quarterly Preschool Parent Advisory Committee meetings, and quarterly newsletters offer multiple opportunities for parents to learn about the program and provide input into program planning and operation. The staff provides Head Start and other preschool parents with workshops and classes to increase their knowledge and parenting skills. A bilingual family advocate provides support to parents in their native language at parent meetings, parent workshops, parent conferences, and home visits. School District personnel help provide translation when the program needs additional support.

A clear system is in place for ongoing communication among all staff. Monthly teacher and paraeducator in-services and monthly program clerical and support staff meetings are scheduled to promote effective communication. In addition, program updates are distributed to staff at inservices and by district mail. Email is also used extensively.

There is strong communication, collaboration, and information sharing among staff and community partners. Community partnerships have been established with the following entities:

- Sacramento County Office of Education
- California State University, Sacramento
- First Five Sacramento
- University of California, Davis
- Healthy Start
- KVIE Public Television Station
- Smile Keepers
- Birth and Beyond Family Resource Center, and
- Breathe California.

Recommendations: Increase use of email communication with parent groups as far as possible. Create an EGUSD PreK Facebook page to provide parents with timely information and resources. Continue to encourage staff representatives to participate in school site Open House and staff meetings. Continue to build capacity of staff in giving workshops and in-services to peers. Reinstate inclusion of Family Development Plan needs in classroom meetings in addition to existing curriculum piece.

5. Record Keeping and Reporting

Reporting systems are in place to monitor enrollment, attendance, education, social services, health, and services for children with special needs. Regular reports are provided to staff and to the grantee agency. SISWEB has been implemented to support easier reporting and a bridge to the K-6 program.

Reporting systems for reporting monitoring of classroom volunteer activities and in-kind home activities are in place. Reports are sent to the District Office for verification of hours and activities and reported to the grantee agency on a monthly basis.

Recommendation: Provide further training to staff to increase documentation of classroom volunteer hours and in-kind home activities and continue to provide updated information on

services for students and families. Refine and in-service staff on attendance record keeping and policies, especially in regard to SISWEB.

Work with Technology Services on documenting CoOp information on SISWEB. Work with SETA to provide training on Child Plus.

6. Ongoing Monitoring

The monitoring team of SETA Head Start monitors classrooms on a monthly basis. The review includes classroom observations, evaluation of student files, and interviews.

In addition, our internal monitoring team conducts a thorough self-review annually of all programs. This review includes classroom observations, evaluation of student files, and interviews.

Teachers assess students with the DRDP- ps three times a year and use this data to set goals for classroom instruction and to create an action plan. A School Readiness Screening tool is given approximately every six weeks and used as both a formative and summative assessment for student learning. Both tools are used by teachers to guide instruction and when meeting with parents to inform them of their child's progress.

Twice-yearly Co-Ops, multi-disciplinary meetings in which each child's progress is reviewed, allow program specialists and teachers to monitor class progress and meet individual needs.

Administrative and support staff provide ongoing monitoring of program operations through onsite observations, classroom observations, supervisory consultations, and reviews of files and family service tracking documents. Individual Education Plans are tracked to monitor expiration dates.

Recommendation: Continue to in-service staff on the CLASS observation tool and build next year's training on needs self identified by staff as being their weakest when looking at CLASS dimensions. Schedule internal monitoring of files on an ongoing basis as well as once a year and continue the practice of following up within forty-five days to make certain corrections were made.

7. Human Resources

EGUSD preschool teachers hired since 2000 are required to possess a bachelor degree, a multiple subject teaching credential and an early childhood education permit. Paraeducators are required to have two years of college or 48 college units. Under Head Start Reauthorization, paraeducators will need to be working on their AA degrees by 2013.

Professional development this year has been focused on how to take anecdotal notes for the DRDP, teacher-child interactions using the CSEFEL model, and family partnerships and creating goals for the family partnership agreement. The "I Am Moving, I Am Learning" program has been a part of each in-service. Guest speakers have included Isabelle Aguiniga, the head school nurse, Judy Sinclair from food and nutritional services, Liz Aguilar, education content expert from SETA and Monica Baber, family partnership expert from SETA.

Sub groups of interested teachers met throughout the year to share how they record anecdotal notes for the DRDP, how they create and run small groups for small group instruction time, and to look into doing more frequent assessment of students to ensure school readiness. Information gathered was shared with the wider group at in-services and via email.

Recommendation: Continue to support para-educators in working towards their AA degrees. Continue to support teacher-led trainings and sharing of information.

8. Fiscal Management

Twice annually SETA Head Start completes on-site Fiscal Monitoring. The Fiscal Department of EGUSD and the School Board check all budgets and expenditures regularly. Our systems of management have been well supported.

Recommendation: Fiscal staff continue to attend SETA webinars and workshops on fiscal issues.

9. Annual Goals and Objectives

The following are the Three Year Goals:

- Using existing services and systems to increase the awareness of, and participation in, activities and services which contribute to family, child, and staff mental wellness.
- Increase school readiness by developing the role of parents, students, and staff in implementing effective strategies for classroom organization, instructional support and emotional support that lead to a high quality learning environment.
- Increase prevention and intervention strategies that promote health and wellness for Head Start staff, children and families.

The Self Assessment revealed that topics presented in staff in-services, parent meetings, and parent workshops supported all goals. Every staff in-service has included I Am Moving, I Am Learning activities and California Preschool Learning Foundations and each included a main topic that address a three year goal. More frequent assessment of student school readiness has been put into place to give teachers and parents timely information when discussing student progress. Staff and parents have had opportunity to learn about techniques from the Teaching Pyramid Model which addresses the social emotional competence of young children. The Community Resource Binder has been updated to reflect current services available in the community in order to better serve our families.

PHILOSOPHY

<u>Training and Technical Assistance</u>
Elk Grove's philosophy is clearly stated in the District Mission Statement that reads as follows:

environment, and collaboration with diverse communities and families. solutions, high expectations for learning for all students and staff, instructional excellence, safe, peaceful, and healthy environment, enriched learning commitments about how we operate as an organization, supporting continuous improvement of instruction, building strong relationships, finding are outcomes for students, achievement of core academic skills, confident, effective thinkers and problem solvers, ethical participants in society, Elk Grove Unified School District will provide a learning community that challenges all students to realize their greatest potential. Our core values

through the Parent Policy Committee, and in partnerships with parents that include the school/parent compact. of public education, and in Elk Grove this learning begins in preschool. The mission is incorporated in daily activities of the Head Start program, of Elk Grove Unified. Self confidence, the ability to think and learn, respect for diversity, and basic skills and knowledge are the foundation blocks This mission statement is as appropriate for children in the Head Start program as it is for kindergarten through twelfth grade students in the schools

that provides a successful transition to kindergarten. background for children that will enable them to develop their learning potential is the cornerstone of a balanced, child-centered preschool program Readiness for learning is the foundation for the Head Start and other child development/preschool programs in Elk Grove. Providing a rich

education, health, nutrition, social services, and parental involvement involvement, and funding and governance are based on these goals. The goals lead directly to the Head Start performance standards that emphasize emphasis on the parenting component. Standards and assessments, teaching and learning, professional development, parent and community The Elk Grove goals are incorporated in the curriculum, instruction and activities of the Head Start and other preschool programs with a special

Goals developed for Head Start and the needs identified in our self assessment EGUSD is committed to providing high quality professional development opportunities. Professional development will align with the Three Year

PLANNING PROCESS

in-services. As a result of this intensive reflection and review, this plan was developed to meet the needs of the Head Start program. discussed at meetings of the Early Childhood Education administration team, the Parent Policy Committee, operation team meetings, and at the staff Self Assessment, internal monitoring results, DRDP ps, the Three Year Goals, and parent surveys and interviews. Needs and strategies were The following tools were utilized in planning for the training and professional development needs of our staff and parents: PIR, Monitoring Protocol,

APPROACH TO TRAINING, TECHNICAL ASSISTANCE AND PROGRAM IMPROVEMENT

and improving classroom parent meetings. dimensions, assessment, individualization, and lesson planning techniques, school readiness, SIS WEB, Child Plus, meeting the Three Year Goals, head injuries. The following needs are to be addressed: Medical and dental follow-up and documentation, parenting training, EL, the CLASS the pre-k - 6 monitoring system; the EGUSD head nurse provides training on how to handle bee stings, minor cuts, and the procedures for reporting with other departments to train staff - for example, the EGUSD technology services department provides training for clerks and teachers on SISWEB, own program such as the instructional coach, the mental health service provider, and classroom teachers provide training. The PreK program works CPIN, NCECE, and CHSA. Monthly in-servicing is provided to teachers and para-educators. Consultants, outside speakers, and experts within our The Head Start staff attends trainings held by the Elk Grove Unified School District as well as those offered by colleges and organizations such as

TRAINING MONITORING AND EVALUATION

opportunities. those missing the in-services. Monthly calendars, emails, and flyers, both from the district and the PreK department, report on upcoming training maintained and attendance at such mandated in-services as CPR are then assured. For non-mandated topics, information and handouts are mailed to All training concludes with evaluation forms which staff complete and turn in. These forms are used to plan future trainings. Sign- in sheets are

[NOTES LEGEND: M=Mandated; GNO= Goals and Objectives; PIP= Program Improvement Plan;]

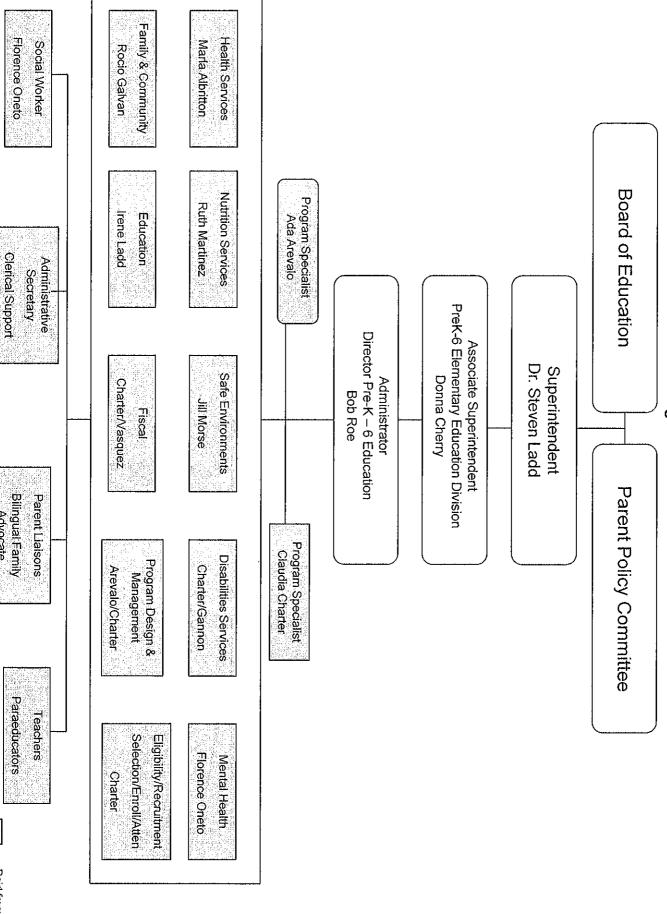
Training or Technical					Estimated Cost/ T & TA Budget Source	Notes
Assistance Strategy Participants		1 & IA Provider	Content/Expected Outcome	i imeline	HS EHS	
1. Priority: Improve management systems	e management	systems				
A. Planning - Strengthen Planning System	n Planning System	1			And the state of t	·
Long and short term	Admin. team,	Director	Year's plan	By June 2012	none	
attention to budget issues						
B. Record keeping and Reporting		then Recordkeepi	 Strengthen Recordkeeping and Reporting System 			
SIS WEB and Child Plus		Technology	Staff trained to use SIS WEB	On-going	none	
training	Teachers,	Services,	and Child Plus to more	training in		
	Para-educators,	SETA	effectively monitor the	systems as		
	Program		program	needed		•
	Educators,			throughout		
	Academic			the year		
	Program					
C. School Readiness		si.				
Long and short term	Admin. Team,	Program	Staff trained in School	February	none	
planning, giving attention to school readiness goals	Para-educators	Specialist,	the Office of Head Start	2012 – May 2013		
that are aligned to the	* C.	Coach,		t		
Head Start Outcomes		Mental Health	,			
Framework		Service				
		Provider,				
		Teachers				
		Expert				
D. Human Resources						
Staff Development	All Staff	Staff from	Compliance issues,	February	\$2,000	
		departments	proficiency in assessment,	2012 – May		
		within EGUSD,	data analysis and	2013		
		(artitue)	THE TYLE GRAIT COLORS			

Training or Technical Assistance Strategy	Participants	T & TA Provider	Content/Expected Outcome	Timeline	Estimated Cost/ T & TA Budget Source HS EHS	Notes
Assistance Strategy	Participants	1 & IA Provider	Content/Expected Outcome	limeline		
Implement suggestions of	All staff	SETA	All compliance in place	February	none	
SETA monitors				2012 – May		
				2013		
F. Program Governance						
Participate in SETA	Policy	SETA	Increase knowledge and share	February	none	
trainings	Committee		information with staff and	2012 – May		
	representative/		parents	2013		
	PreK staff					
Ethics training	Policy	Program	Certification of training	November	none	
	Committee	Specialist		2012		
Board member training	School Board	Director/	Increase knowledge of Head	Monthly	none	
and communication		Program	Start program			
		Specialists				

Advocate

Paid from Head Start

EGUSD Early Childhood Education Department Central Organization Chart **Head Start**



ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

- Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
- Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
- 6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation

- Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- 7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
- 8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

- Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
- 10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- 11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

- Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
- Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- 15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
- Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
- 17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
- Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
Came Hargies	Director of Fiscal Services
APPLICANT ORGANIZATION	DATE SUBMITTED
Elk Grove Unified School District	February 23, 2012

Drug-Free Workplace Requirements Grantees Other Than Individuals

By signing and or submitting this application or grant agreement, the grantee is providing the certification set out below.

This certification is required by regulations implementing the Drug-Free Workplace Act of 1988, 45 CFR, Part 76, Subpart F. The regulations published in the January 31, 1989 Federal Register, require certification by grantees that they will maintain a drug-free workplace. The certification set out below is a material representation of fact upon which reliance will be placed when HHS determines to award the grant. False certification or violation of the certification shall be grounds for suspension of payments, suspension or termination of grants, or government-wide suspension or debarment.

Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.

Workplace identifications must include the actual address of buildings (or parts of building) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g. all vehicles of a mass transit authority of State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio studios).

If the workplace identified to HHS changes during the performance of the grant, the grantee shall inform the agency of the change(s), it previously identified the workplaces in question (see above).

Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 USC 812) and as further defined by regulations (21 CFR, 1308.11 through 1308.15). "Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal of State criminal drug statutes; "Criminal drug statute' means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant including: (i) All "direct charge" employees; (ii) all "indirect charge' employees unless their impact of involvement is insignificant to the performance of the grant, and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

The grantee certifies that it will provide a drug-free workplace by.

 a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

- b) Establishing a drug-free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- d) Notifying the employee in the statement required by paragraph (a) that as a condition of employment under the grant, the employee will:
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
- e) Notifying the agency in writing within ten days after receiving notice under subparagraph (d)(2), from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant,
- f) Taking one of the following actions within 30 days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.
- g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a) through (f).

2/29/18

Place of Performance: See attached listing.

Elk Grove Unified School District

ORGANIZATION

OFFICIAL SIGNATURE

Certification Regarding Debarment, Suspension and Other Responsibility Matters Primary Covered Transactions

By signing and submitting this proposal, the applicant, defined as the primary participant in accordance with 45 CFR Part 76, certifies to the best of its knowledge and believe that it and its principals;

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or agency;
- (b) Have not within a 3-year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud of a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicated or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a 3-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

The inability of a person to provide the certification required above will not necessarily result in denial of participation in this covered transaction. If necessary, the prospective participant shall submit an explanation of why it cannot provide the certification. The Department of Health and Human Services' (HHS) determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

The prospective primary participant agrees that by submitting this proposal, it will include the clause entitled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions," provided below without modification in all lower tier covered transactions.

& Came Harais	2/29/18
Carrie Hargis, Director of Fiscal Services	Date

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions (To Be Supplied to Lower Tier Participants)

By signing and submitting this lower tier proposal, the prospective lower tier participant, as defined in 45 CFR, 76, certifies to the best of its knowledge and belief that it and its principals:

- (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (b) Where the prospective lower tier participant is unable to certify to any of the above, such prospective participant shall attach an explanation to this proposal.

The prospective lower tier participant further agrees by submitting this proposal that it will include this clause entitled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions," without modification in all lower tier covered transaction and in all solicitations for lower tier covered transactions.

Carrie Hargis, Director of Fiscal Services	2/09
Carrie Hargis, Director of Fiscal Services	DATE
The Owner Halfferd Oak at District	
Elk Grove Unified School District	_
ORGANIZATION	

Certification Regarding Lobbying Certification For Contracts, Grants, Loans And Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby agree to the above certifications and assurances.

| All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All Hardy | All

Certification Regarding Environment Tobacco Smoke

Public Law 103227, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, early childhood development services, education or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law also applies to children's services that are provided in indoor facilities that are constructed, operated, or maintained with such Federal funds. The law does not apply to children's services provided in private residences; portions of facilities used for inpatient drug or alcohol treatment; service providers whose sole source of applicable Federal funds in Medicare of Medicaid; or facilities where WIC coupons are redeemed. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity.

By signing this certification, the offeror/contractor (for acquisitions) or applicant/grantee (for grants) certifies that the submitting organization will comply with the requirements of the Act and will not allow smoking within any portion of any indoor facility used for the provision of services for children as defined by the Act.

The submitting organization agrees that it will require the language of this certification be included in any subawards which subrecipients shall certify accordingly.

Elk Grove Unified School Di	strict	
ORGANIZATION		
of Came Hargiso OFFICIAL SIGNATURE	2/29/18	
OFFICIAL SIGNATURE	7- 110	

Certification Of Head Start/Early Head Start Administrative Costs

We, the Elk Grove Unified School District, have reviewed 45 CFR Part 1301.32 and certify that the development and administrative costs to administer the Head Start/Early Head Start program year August 1, 2012 through July 31, 2013 will not exceed fifteen percent (15%) of the total Federal costs for program accounts 11 through 25.

Documents substantiating administrative costs are available in our files for review by the auditor, SETA, and the Office of the Administration for Children and Families Personnel.

Carrie Hargis, Director of Fiscal Services	2/29/11
Name, Certifying Official	Date
or came Haras &	
Signature, Certifying Official	

ELK GROVE UNIFIED SCHOOL DISTRICT

Agenda Item No:	20	
Supplement No.		

Facilities and Planning

Meeting Date	March 20, 2012
MICCHIE Date	TATAL CHI AUL AULA

Division:

Subject:

California Montessori Charter School Annual Facilities Agreement

Action Requested:

The Board is asked to approve the attached Charter School Facilities Agreement between the Elk Grove Unified School District and the California Montessori Project for the 2012-2013 school year.

Discussion:

Proposition 39, approved by the voters on November 7, 2000, added Section 47614 to the Education Code which generally requires school districts to make available facilities for charter schools operating within their boundaries. In May of 2002, the State Board of Education adopted regulations to implement Section 47614 as part of Title 5 Code of Regulations.

On October 1, 2002, the California Montessori Project (CMP) first petitioned the Elk Grove Unified School District for facilities under the provisions of these regulations for the 2003-04 school year. It was determined that the most cost effective means to provide facilities was to pay a pro rata share of CMP's rent for their school on Elk Grove Boulevard (Old Elk Grove Elementary). After negotiations with CMP under the counsel of Best, Best, and Krieger, administration developed an agreement which was approved by the Board of Education in October, 2003. Subsequent petitions and agreements to pay a pro rate share of CMP's rent have been negotiated annually since then.

Administration has received a petition for facilities from CMP for the 2012/13 school year, conferred with CMP staff, and finalized an agreement for the 2012-13 school year. Attached is the Charter School Facilities Agreement ("Agreement") for approval. The Agreement offers an annual amount of \$162,715.00, to be paid in a series of monthly installments, to pay a pro rata share of 10 teaching stations and 306 square feet of office/RSP space. This is comparable to the space offered to our own students. The determinations for space are calculated by standards set forth in the Title 5 Regulations and contained in Attachments A and B of the Agreement.

Administration recommends approval of the Agreement for the 2012-13 school year.

Attachment: Charter School Facilities Agreement, 2012-13

Financial Summary:

\$162,715.00 total payment to be made with developer fees.

Prepared By:	William Heinicke	Division Approval:	Robert Pierce	
Prenared Ry	Marcia Grambusch	Superintendent Approval	Steven M. Ladd, Ed.D.	

AGREEMENT FOR THE PROVISION OF CHARTER SCHOOL FACILITIES BY AND BETWEEN ELK GROVE UNIFIED SCHOOL DISTRICT AND THE CALIFORNIA MONTESSORI PROJECT

	This Agreement for the Provision of Charter School Facilities ("Agreement") is entered into as
of	, 2012, by and between the Elk Grove Unified School District ("District"), a public
school	district operating under the laws of the State of California and the California Montessori Project
("CMP"	"), a California public charter school and California nonprofit corporation, collectively referred to
herein a	s "Parties."

RECITALS

- A. The District is a public school district serving children grades K-12 living within its boundaries, including those living in the City of Elk Grove, County of Sacramento, California.
- B. CMP is a charter school operating under the provisions of the Charter Schools Act of 1992, Education Code section 47600 *et seq*. and pursuant to a charter granted by the District in 2006. CMP is also organized as a 501(c)(3) nonprofit corporation.
- C. CMP currently operates a campus within the boundaries of the District ("Elk Grove Campus"). CMP projects that the Elk Grove Campus will have a classroom average daily attendance ("ADA") of 274 students during the 2012-2013 school year, with 273 students being those who reside in the District ("In-District Students").
- D. Pursuant to the provisions of Proposition 39, codified at Education Code section 47614, and Title 5, California Code of Regulations, sections 11969.1-11969.9 ("Proposition 39"), the District is required to make available for charter schools operating within its boundaries facilities sufficient to accommodate the charter schools' In-District Students in conditions reasonably equivalent to those in which the students would be accommodated if they were attending District schools.
- E. The District and the Charter School desire that, in lieu of providing facilities pursuant to Prop 39, the District shall provide the Charter School with funding for facilities based upon the Charter School's ADA for its students which reside in the District.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the District and CMP hereby agree as follows:

AGREEMENT

1. Term

The term of this Agreement shall be for one year only, extending from July 1, 2012, to June 30, 2013 ("School Year"), unless earlier terminated as provided herein.

2. Funds for Facilities

- 2.1 Location of Facilities. For the 2012-2013 school year, CMP intends to operate its Elk Grove Campus from facilities currently leased at 8828 Elk Grove Boulevard in the City of Elk Grove.
- 2.2 District Contribution. Based on a projected ADA of 273 In-District Students attending the Elk Grove Campus, District shall provide CMP with the financial equivalent to provide facilities to 273 units of ADA generated during the School Year by CMP students residing in and otherwise eligible to attend schools of the District. Said payments will be for a total amount of \$162,715 ("District Contribution"). All funds provided hereunder must be used exclusively for the leasing, repair or maintenance of facilities.
- 2.3 Monthly Payments. The District shall pay the District Contribution in ten (10) installments, due on or before the 1st of each month, from September 2012, through June 2013. The payment amount shall be \$16,271.50 ("Monthly Payment").
- 2.4 Full Satisfaction. The Parties expressly agree that the District's payment of the District Contribution in accordance with this Agreement shall constitute full satisfaction of its obligations under Proposition 39, including Education Code section 47614 and Title 5, California Code of Regulations, section 11969.1 et seq. relating to the provision of charter school facilities. Such payment shall in no way be construed as obligating the District to provide CMP with facilities, or their financial equivalent, beyond the term of this Agreement. CMP waives any right to obtain facilities from the District during the term of the Agreement pursuant to Proposition 39, including any future amendments or related laws or regulations. This Agreement is intended to meet Proposition 39 requirements.

3. Building Codes

CMP represents and warrants that any facility it uses to house students and staff complies with any and all applicable State and local building codes, laws, statutes, ordinances, rules (collectively, "Laws") of those governmental and quasi-governmental authorities having jurisdiction over the facility. CMP will promptly comply with all Laws and will cause the facilities to comply with all Laws. The Charter School agrees to obtain all applicable local use permits for facilities used to house students, including approval from the local Fire Marshall, and to otherwise comply with local ordinances governing land use where the facilities are located.

4. Over-Payment of District Contribution

- 4.1 Over-Payment. The District has overpaid the District Contribution if CMP's actual ADA of In-District Students is less than the projected ADA of In-District Students upon which the District Contribution, pursuant to Section 2.2 of this Agreement, was calculated. The District Contribution may be reduced if over-payment occurs. Said reduction shall be equal to the difference between the CMP's actual ADA of In-District Students and the projected ADA of In-District Students set forth in Section 2.2 of this Agreement multiplied by \$596.03. For purposes of this subdivision, the actual ADA of In-District Students shall be determined using the report submitted pursuant to Title 5 of the California Code of Regulations, Section 11969.9(i), in conjunction with the second principal apportionment under Education Code section 41601.
- 4.2 Adjustment. In the event the District determines that, in accordance with the standards set forth in Section 4.1 of this Agreement, there has been an over-payment of the District Contribution, the District may offset the Monthly Payment(s) by the amount of the reduction to the District Contribution. In the event the amount offset by the District does not fully satisfy the amount to

be reduced, the District shall notify CMP in writing of the remaining amount due, and CMP shall reimburse the District for that amount within 30 days of receiving the notice.

4.3 Reporting and Records. CMP shall report actual ADA to the District every time that it reports ADA for apportionment purposes, broken down by ADA of In-District Students and total classroom ADA. CMP shall maintain records documenting data contained in the ADA reports and shall make ADA records available to the District upon request.

5. Termination

In the event CMP shall cease to exist during the term of this Agreement, either as a corporate entity or as an authorized public charter school, and regardless of whether by voluntary closure, charter revocation, bankruptcy, or any other means, this Agreement shall automatically and immediately terminate, and the District shall have no further obligation to pay CMP or any other entity the Monthly Payments set forth above. Either party may terminate this Agreement in the event of default by the other party where such failure has continued for fifteen (15) days after written notice thereof.

6. Insurance

Throughout the life of this Agreement, CMP shall pay for and maintain in full force and effect with an insurance company(s) admitted by the California Insurance Commissioner to do business in the State of California and rated not less than "A-/VII" in Best Insurance Rating Guide, the following policies of insurance:

- 6.1 Commercial General Liability Insurance, which shall include contractual, products and completed operations, corporal punishment and sexual misconduct and harassment coverage, bodily injury, and property damage liability insurance with combined single limits of not less than \$1,000,000 per occurrence.
- 6.2. Property and Fire Insurance, which shall be provided to protect: (a) Real Property, against risk or direct loss, commonly known as Special Form, and (b) Fire Legal Liability, to protect against liability for portions of premises leased or rented, and (c) Business Personal Property, to protect on a Broad Form, named peril basis, for all furniture, equipment and supplies of CMP.

The policies shall be endorsed to name the District, its officers, employees and agents as additional insured, and said Additional Insured endorsement shall be provided to the District. The insurance policy limits shall in no event limit the liability of CMP hereunder. Written notice of cancellation, non-renewal or any material change in the policies shall be mailed to the District thirty (30) days in advance of the effective date.

7. General Provisions.

- 7.1 Incorporation of Recitals and Attachments. All recitals set forth at the beginning of this Agreement and all documents attached to and referred to in this Agreement are incorporated into and made a part of this Agreement.
- 7.2 Notices. All notices or other communications required or permitted hereunder shall be in writing, and shall be personally delivered or sent by registered or certified mail, postage prepaid, return receipt requested, or sent by electronic facsimile and shall be deemed received upon the earlier of (i) if personally delivered, the date of delivery to the address of the person to receive such notice, (ii) if mailed, three (3) days following the date of posting by the United States Post Office, or (iii) if given by electronic facsimile, when received by the other party.

If to District: Elk Grove Unified School District

9510 Elk Grove-Florin Road

Elk Grove, CA 95624

Attention: Robert Pierce, Associate Superintendent, Facilities and Planning

Telephone: (916) 686-7711 Facsimile: (916) 686-7754

If to CMP: California Montessori Project

Administrative Offices

5330-A Gibbons Drive, Suite 700

Carmichael, CA 95608 Attention: Gary Bowman Telephone: 916-971-2432 Facsimile: 916-971-2436

Notice of change of address shall be given by written notice in the manner described in this Paragraph.

- 7.3 Indemnification and Hold Harmless. CMP shall indemnify, hold harmless, and defend the District, its Board of Trustees, officers, employees, and agents from and against all claims, costs, demands, losses, and liability of any nature whatsoever, including but not limited to liability for bodily injury, sickness, disease or death, property damage (including loss of use) or violation of law, caused by or arising out of any negligent act, error, or omission, or willful misconduct of CMP, its directors, officers, employees or agents or any other person acting pursuant to its control, in the performance of this Agreement or in its control and use of the Elk Grove Campus, provided, however, that CMP shall not have any obligation to indemnify, hold harmless or defend the District, its Board of Trustees, officers, employees and agents resulting from or arising out of the negligence or willful malfeasance of the District, its Board of Trustees, officers, employees and agents.
- 7.4 Binding Effect. This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their successors and assigns.
- 7.5 Further Assurances. Each of the Parties to this Agreement shall execute and deliver any and all additional papers, documents and other assurances, and shall do any and all acts and things reasonably necessary in connection with the performance of their obligations under this Agreement and to carry out the intent and agreements of the Parties to this Agreement.
- 7.6 No Waiver. No delay or omission by any party in exercising any right or power conditioned upon the compliance or failure of performance by any other party under the provisions of this Agreement shall impair any such right or power or be construed to be a waiver thereof. A waiver by any party of a breach of any of the covenants, conditions, or agreements hereof to be performed by the other party shall not be construed as a waiver of any succeeding breach of the same or other covenants, agreements, restrictions, or conditions hereof. All such waivers, in order to be effective, shall be in writing, shall specifically describe the right, power or breach being waived, and shall be executed by the waiving party.
- 7.7 Interpretation. This Agreement is made and entered into in the State of California and shall in all respects be interpreted, enforced and governed under the laws of the State of California. Any action or proceeding seeking any relief under or with respect to this Agreement shall be brought solely in the Superior Court of the State of California for the County of Sacramento. The language in all parts of this Agreement shall be in all cases construed as a whole according to their fair meaning and not strictly for or against either the District or CMP. Any headings in this Agreement are

included only as a matter of convenience and for reference and in no way define the scope or extent of this Lease or the construction of any provision.

- 7.8 Severability. If any term, provision, condition or covenant of this Agreement or its application to any party or circumstance shall be held, to any extent, invalid or unenforceable, then the remainder of this Agreement, or the application of such term, provision, condition or covenant, to any party or circumstances other than those as to whom or which it is held invalid or unenforceable, shall not be affected and shall be valid and enforceable to the fullest extent permitted by law.
- 7.9 Attorneys' Fees. If either party commences an action against the other to interpret or enforce any of the terms of this Agreement or because of breach by the other party of any of the terms hereof, the losing party shall pay to the prevailing party reasonable attorneys' fees, costs and expense and court costs and other costs of action incurred in connection with the prosecution or defense of such action, whether or not the action is prosecuted to a final judgment.
- 7.10 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be an original, but all of which shall, together, constitute one and the same instrument.
- 7.11 Entire Agreement; Amendments. This Agreement and the attachments referred to in this Agreement constitutes the entire agreement of the Parties hereto with respect to the matters contained herein, and prior or contemporaneous agreements or understandings, oral or written, pertaining to any such matters are merged herein and shall not be effective for any purpose. No provision of this Agreement may be amended or added to except by an agreement in writing which is signed by the Parties hereto or their respect successors-in-interest and indicates that it is an amendment of this Agreement. Neither party shall assign or transfer any or all of its rights, burdens, duties or obligations under this Agreement without the prior written consent of the other party.
- 7.12 *Mutual Cooperation*. Each party agrees to cooperate with the other party in the performance by each of the terms and provisions hereof.
- 7.13 Non-Precedence of Agreement. Each party agrees that this Agreement is for one year only for the School Year. The calculations used shall not be binding for subsequent years' facilities agreements between the Parties.
- 7.14 Authority. If CMP is a corporation, then each individual executing this Agreement on behalf of said corporation represents and warrants that he/she is duly authorized to execute and deliver this Agreement on behalf of said corporation in accordance with a duly adopted resolution of the Board of Directors of said corporation or in accordance with the Bylaws of said corporation, and that this Agreement is binding upon said corporation in accordance with its terms.

The District and CMP have executed this Agreement as of the date first set forth below.

DISTRICT:

CMP:

DISTRICT:	CMP:
ELK GROVE UNIFIED SCHOOL DISTRICT, a California School District	CALIFORNIA MONTESSORI PROJECT, a California Charter School and California Nonprofit Corporation
Ву:	Ву:
Its:	Its:
Detai	Date:

ELK GROVE UNIFIED SCHOOL DISTRICT ATTACHMENT A

California Montessori Project 2012/2013 School Year

Charter School Classroom ADA Analysis

The classroom count is from the Elk Grove Unified School District's baseline eligibility classroom count per State Allocation Board Regulation 1858.30 and contained as back up to the State Allocation Board Form 50-02. The following three schools contained the majority of the Montessori Elk Grove students.

	Current	Current	Ratio
Elementary School	Classrooms	CBEDS	(CBEDS/CRs)
Elk Grove Elementary	31	856	27.61
Joseph Sims Elementary *	35	881	25.18
John Ehrhardt Elementary	31	874	28.19
All	97	2,611	26.92

^{*}Repoerted actual CBEDS adjusted to 75% for Year-Round Calendar

273 Montessori-eligible students ÷ 26.92 ratio = 10 classrooms

Charter School Office and RSP Space Analysis

Comparison Sites:	Square Feet Principal Office	Vice Principal	Square Feet Resource Specialist Office	Total Square Feet	# of Students Per CBEDS	Square Feet per Student
Elk Grove Elementary	325	240	549	1,114	856	1.30
Joseph Sims Elementary*	162	165	450	777	881	0.88
John Ehrhardt Elementary	372	153	510	1035	874	1.18
Total				2,926	2,611	1.12

^{*}Reported actual CBEDS adjusted to 75% for Year-Round Calendar

273 Montessori-eligible students x 1.12 = 306 square feet office/RSP

Requested by Montessori for 2012/13 School Year:

Teaching Stations 13

Office Areas 2

Special Ed Resource 2

Playground, Gym Appropriate

Library Access 5 hours/week

Cafeteria/Food Services

Access

Single Contiguous School Site

Required

ELK GROVE UNIFIED SCHOOL DISTRICT ATTACHMENT B

California Montessori Project Lease Calculations for 8828 Elk Grove Boulevard 2012/2013 School Year

		2012	
Lessor	Space	Square Feet	Monthly Rent
Elk Grove Community Services District	Classrooms 4-8 (5 Classrooms)	4,500	\$6,729
(2012 Lease Agreement Update)	Portable Area	n/a	included above
	Classroom #9	900	included above
	Classroom #10-Speech/Occupational Therapist	900	included above
	Additional Office Space	435	\$352
	Utility Common Area	n/a	\$3,281
	Restroom Maintenance	n/a	\$430
Baystone Financial Group-Pd Off June 2009	Portable Lease (One Classroom)	n/a	\$0
Elk Grove Congregational Church	2 Classrms, Library, Hall, 3 Restrms	1,654	\$2,550
(August 2011 through June 2012)	Utilities		\$350
Elk Grove Congregational Church (Club M After School	Fellowship Hall, 3 Restrms (2,000 sq ft) Care-Not Applicable)	n/a	n/a
(21112-3112-3112-3112-3112-3112-3112-311			
Total Squa	re Footage	8,389	
Total Mor	ithly Rent		\$13,692
Total Yearly	Rent Estimate		\$164,304
Annual per	Square Foot		\$ 19.59

EGUSD Obligation by Square Foot: 10 Classrooms @ 800 sf (standard)	8,000	
Office/RSP Space=1.12sf/student X 273 students	306	
Total Square Foot Obligation	8,306	
Total \$ Obligation @ \$19.59 X 8,306 Sq Ft		\$162,715

AttachmtB 1213.xis updated 1/26/10

ELK GROVE UNIFIED SCHOOL DISTRICT

genda Item No:	21	
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Board A	Agenda	Item
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Supplement No. _____

Meeting Date_

March 20, 2012

Subject:

Division: Facilities and Planning

2012 Dugout Replacement at Sheldon High School Award of Contract

Action Requested:

The Board of Education is asked to (1) review the tabulation of bids, (2) award a contract to the lowest responsible and responsive bidder, (3) authorize the Administration to sign all documents and contracts pertaining to this work, and (4) authorize the Administration to proceed with the next lowest responsible bidder should a fully endorsed contract with the low bidder, accompanied by certification of the necessary bonds, not be obtained.

Discussion:

Plans and specifications have been prepared to receive bids for the 2012 Dugout Replacement at Sheldon High School project.

This project includes the demolition of the existing chain link dugouts at the varsity women's softball diamond and the construction of two (2) new dugouts using concrete masonry units (CMU), wood frame and composition roofing.

The Administration received and opened seven (7) bids for the 2012 Dugout Replacement at Sheldon High School on February 28, 2012, at 2 p.m. See Attachment A for a tabulation of bids. Delta Enterprises General Contracting submitted the lowest base bid.

The Administration recommends the award of contract to Delta Enterprises General Contracting for the base bid of \$46,620.00.

Financial Summary:

Funded with private donations made to Sheldon High School women's softball program.

Prepared By: Josef Tavora Division Approval: Robert Pierce

Prepared By: Lee Leavelle Superintendent Approval: Steven M. Ladd Ed.D. Swy

2012 Dugout Replacement Sheldon High School BID SUMMARY

Bids Opened: February 28, 2012 @ 2 p.m.

	Addendum	Bid Form	Sub List	Bid Bond	Finger	Non-Coll	Base
Plan Holder	#1	Signed	w/Lic #s	CA OK	Print	Affidavit	Bid
Abide Builders	х	x	x	x	×	х	\$89,900.00
Bobo Construction, Inc.	х	x	х	x	х	х	\$113,998.00
Delta Enterprises General Contracting	x	х	x	×	x	х	\$46,620.00
Golden State Construction, Inc.	х	х	x	x	x	х	\$66,600.00
Lamon Construction Co., Inc.							no bid
L & W Construction, Inc.							no bid
McGuire & Hester Corp.	x	×	х	х	x	х	\$123,900.00
Mullins Commercial							no bid
R & L Builders, Inc.							no bid
Roebbelen Contracting, Inc.	х	×	×	х	x	×	\$118,823.00
SLS Constructors, Inc.	х	x	x	х	x	x	\$104,800.00
						-	
							
*****				-			

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